

CALIFORNIA STATE UNIVERSITY, NORTHRIDGE
PERSONNEL PLANNING AND REVIEW COMMITTEE

MINUTES OF MEETING April 14, 2021 APPROVED BY COMMITTEE _____
Sub. to Exec. Comm. _____ Approved by Exec. Comm. _____
Sub. to Acad. Senate _____ Approved by Acad. Senate _____

POLICY ITEM:

POLICY INTERPRETATION ITEM:

Members Present: Tracy Buenavista, Dennis Halcoussis, Lesley Krane, Kenneth Lee, David Moguel, Michael Neubauer, Judy Schmidt-Levy, Mary-Pat Stein, Dino Vrongistinos, George Wang, Lindsay Brown, Maria Rosa Garcia-Acevedo

Members Absent: Margaret Roller (Excused)

Staff Present: Diane Guido, Executive Secretary, Letty Vargas, Recording Secretary

Staff Absent:

1. Chair called the meeting to order at 1:00pm.
2. Approval of Minutes from April 7th, 2021
The Committee reviewed the minutes of April 7, 2021, and acted on the following:
MSP: Approval of minutes of the April 7, 2021 meeting.
3. Announcements
 - a. RTP/Interfolio Update
 - i. If there are any issues with Interfolio, please contact Diane Guido.
4. Update on Section 600 Searches
 - a. Associate Dean for Tseng College
 - i. The hiring process is well underway; there will likely be a new Associate Dean before the end of the semester.
 - b. Dean Humanities
 - i. No updates.
5. Updates on Section 600 Decisions, Approvals, Inquiries
 - a. CPC and DPC Term Limits/Opt-Out (Dino, George, Mary-Pat)
 - a. Item has been tabled for now.
 - b. Faculty eligible for CPC and DPC (Dino, George, Mary-Pat)
 - a. Item has been tabled for now.
 - c. Professional Expectations for Lecturers – (Model after 604)
 - a. Subcommittee will continue to work on this policy to be reviewed at next PP&R meeting.
 - d. Sabbatical Recommendations from the Dean – 672.2.12 (Michael, Maria)
 - a. No updates.
 - e. Consulting with faculty and students 634 (suggestions from senate first reading)
 - a. Committee made some edits; final review will occur at next meeting.
6. Update on Adoption of Policy Recommendations
 - a. Second Reading
 - i. Consulting with faculty and students – 607.2.3 – returned to PP&R for edits

- ii. Section 709.1.2 “Departments will maintain for each qualified applicant a list of courses previously taught in the CSU in the applicant’s respective pool(s).” – additional minor changes were made
- iii. Consulting with faculty and students – 613.1, 612.5.2.c.4 -- additional minor changes were made to 613.1; no changes were made to 612.5.2.c.4.
- iv. Section 600 for allowing email notifications for RTP - 612.5.2.c.2.a.iii, 635.2.2 – no changes were made.
- v. Clarification of timeline for implementing changes in Section 700 (706.2)

b. Going to Senate Exec (April 22nd)

- i. Written Comments about Lecturers – 707 – additional changes were made
- ii. Range Elevation Timeline 712.2.2.b.2 (Time Sensitive, ask to waive first reading)
- iii. Assessing 700 for allowing email notifications for personnel matters (Time Sensitive, ask to waive first reading)
- iv. Lecturer Evaluations - 621.4.2b – additional changes were made
- v. Three-year faculty and annual application to pools – 709.1 a-b.

7. Department and College Personnel Procedures

a. Review the personnel procedures for the following departments:

- i. College of Business - Department of Economics tenure-track
 - 1. **MSP:** Committee approved changes to personnel procedures as amended.
- ii. Communication Studies tenure-track
 - 1. **MSP:** Committee approved changes to personnel procedures as amended.
- iii. Social Work
 - 1. The procedures have been sent back to the department for corrections.

8. Other/New Business

a. Exceptional Service to Students Awards – Subcommittee to review by April 15

- i. Award Letters will be sent out to applicants on April 16, 2021.

b. GRIF Letters

- i. There was a request for a one-week extension on sending out GRIF Letters.
- ii. **MSP:** Committee approved the extension request.

9. Adjournment – Meeting adjourned at 3:38pm. The next meeting of the Committee is scheduled for 1:00pm on April 21, 2021 via Zoom.

As of 04/19/2021