

CALIFORNIA STATE UNIVERSITY, NORTHRIDGE
PERSONNEL PLANNING AND REVIEW COMMITTEE

MINUTES OF MEETING May 12, 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: Mary-Pat Stein, Tracy Buenavista, Dennis Halcoussis, Lesley Krane, Kenneth Lee, David Moguel, Michael Neubauer, Judy Schmidt-Levy, Dino Vrongistinos, George Wang, Lindsay Brown, Maria Rosa Garcia-Acevedo, Margaret Roller; and newly elected 2021-2024 AY members Sylvia Macauley, Jeffrey Auerbach, and Frances Gateward

Members Absent: None

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

Staff Absent: None

1. Chair called the meeting to order at 1:00pm.
2. Approval of Minutes from May 5, 2021
The Committee reviewed the minutes of May 5, 2021, and acted on the following:
MSP: Approval of minutes of the May 5, 2021 meeting.
3. Announcements
 - a. Introduction of New Members
 - i. The committee was introduced to its new members.
 1. College of S&BS - Sylvia Macauley (History)
 2. College of S&BS - Jeffrey Auerbach (History)
 3. College of AMC - Frances Gateward (CTVA)
 - b. Withdrawal of PP&R Appeal
 - i. The committee was notified that the last Appeal was withdrawn.
4. Vote on New PP&R Chair
 - a. The committee voted and elected a new PP&R Chair; congratulations Lindsay Brown!
5. Update on Section 600 Searches
 - a. Associate Dean for Tseng College
 - i. The search is estimated to last another 6 weeks.
 - b. Dean Humanities
 - i. The search will restart in the Fall.
6. Updates on Section 600 Decisions, Approvals, Inquiries
 - a. Request for delay of Post-Tenure Review – email vote was in favor of this request
 - i. **MSP:** The committee ratified their email vote to approve the motion to extend the deadline for completion of Post-Tenure Review for faculty that did not complete their 2020-2021 PTR until the end of the next academic year, 2021-2022.
 - b. Approval of 2021-22 PP&R Calendars
 - i. Section 600 Personnel Calendar
 1. **MSP:** The committee approved the 2021-22 Section 600 Personnel Calendar.

- ii. Range Elevation Calendar
 - 1. **MSP:** The committee approved the 2021-22 Range Elevation Calendar.
7. Update on Adoption of Policy Recommendations
- a. Decisions at the May 6 Senate reading
 - i. 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).” -- **Passed**
 - ii. Consulting with faculty and students – 613.1 -- **Passed**
 - iii. Feedback from Students – 612.5.2.c.4 – **Passed with addition “with appropriate accommodations”**
 - iv. Section 600 for allowing email notifications for RTP - 612.5.2.c.2.a.iii, 635.2.2 -- **Passed**
 - v. Clarification of timeline for implementing changes in Section 700 (706.2) -- **Passed**
 - vi. Range Elevation Timeline 712.2.2.b.2 (Time Sensitive, ask to waive first reading) -- **Passed**
 - vii. Assessing 700 for allowing email notifications for personnel matters (Time Sensitive, ask to waive first reading) -- **Passed**
 - viii. Consulting with faculty and students 634 (suggestions from senate first reading) – **Sent back to PP&R for Fall Review**
 - ix. Consulting with faculty and students – 607.2.3 (suggestions from senate first reading -- **Passed**
 - b. Going to Senate Exec Next Academic Year
 - i. Written Comments about Lecturers – 707
 - ii. Lecturer Evaluations - 621.4.2b
 - iii. Three-year faculty and annual application to pools – 709.1a-b
8. Department and College Personnel Procedures
- a. Review the personnel procedures for the following departments:
 - i. Art – PTR
 - 1. **MSP:** Committee approved changes to personnel procedures as amended.
 - ii. CTVA – TT
 - 1. Changes were not required this year; the Department withdrew their submission and will likely re-submit changes next year.
 - iii. DNCBE – TT & Lecturer
 - 1. **MSP:** Committee approved changes to TT personnel procedures as amended.
 - 2. **MSP:** Due to a delay in review, the committee approved a one year extension for submission of Lecturer department personnel procedures for review.
 - iv. Business Law – PTR
 - 1. **MSP:** Committee approved changes to personnel procedures as amended.
 - v. Elementary Ed. – TT
 - 1. **MSP:** Committee approved changes to personnel procedures as amended.
 - vi. Chicano/a Studies – TT
 - 1. **MSP:** Due to a delay in review, the committee approved a one year extension for submission of TT faculty department personnel procedures for review.
 - vii. Communication Studies
 - 1. **MSP:** Committee approved changes to personnel procedures as amended.

9. **Executive session: Discussion with the Provost – time certain 2:30pm**
 - a. The Provost met with PP&R to consult on the RTP appeal cases.

10. **Discussion with Faculty Equity Advocates – time certain 3:00pm**
 - a. The Faculty Equity Advocates met with the committee to discuss a more comprehensive faculty recruitment and retention process. The revised process will include a tool kit that expands on equitable search procedures, rubrics, scored responses, and guiding philosophies around more equitable searches. A focus on the construction of position announcements, advertising plans, and evaluation rubrics is currently in process. Training modules will be provided for all of those involved in the process.

11. Other/New Business
 - a. No updates.

12. Adjournment – Meeting adjourned at 3:36pm.

As of 05/27/2021