

CALIFORNIA STATE UNIVERSITY, NORTHRIDGE  
PERSONNEL PLANNING AND REVIEW COMMITTEE

MINUTES OF MEETING October 12, 2022 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: Tamarah Ashton, Lindsay Brown, Tracy Buenavista, Michael Hoggan, Pat Alford-Keating, Paulo Marchetti, Henrik Minassians, Michael Neubauer, Setareh Torabian-Riasati, Franck Vigneron, Jeffrey Wiegley

Members Absent: Sylvia Macauley

Staff Present: Diane Guido, Executive Secretary & Anita Mendoza, Recording Secretary

Staff Absent: None

Guests: Dan Hosken, Aimee Glocke

1. The Chair called the meeting to order at 1:02 pm.

2. Approval of Minutes

**MSP: The committee approved the minutes from September 28, 2022.**

3. Announcements

- a. Senate Exec liaison - Aimee Glocke is the Senate Exec liaison and was present at the PP&R meeting.

4. Update on Section 600 Searches

- a. Provost – Meeting set for 10/17/22 – A Zoom link was provided to PP&R members. The Chair noted that those present at the Zoom meeting will constitute a sub-committee of PP&R for review and approval of the search process.

- b. Interim Associate Dean AMC – (Dan Hosken)

The timeline and procedures for the search were presented to the PP&R members.

MSP: PP&R approved that the search was conducted according to policy.

- c. Dean HHD – no updates

- d. AVP of Institutional Effectiveness

**MSP: The committee elected Tamarah Ashton and Yi Ding as PP&R Designees for the Search and Screen Committee.**

5. Update on Adoption of Policy Recommendations

1. 622.5.2 Evaluating Associate Deans – This policy revision will go to Senate Exec on November 3.
  
6. Updates on Section 600 Decisions, Approvals, Inquiries
  - a. Eligibility for Service and Personnel Related Activities (chart)  
The committee members reviewed the revised draft of the Eligibility for Service and Personnel Related Activities chart. Revisions will be made, and a clean version will be brought back to the committee members for a final vote.
  - b. 622.6.5 Acting Chair Appointments - No update
  - c. 660.4 Adding Peer Observations and SEFs at Appeal or Rebuttal - No update
  
7. Department and College Personnel Procedures  
Michael H. noted that CTVA has requested an off-cycle review. Diane G. indicated that additional departments may also request an off-cycle review.
  
8. 702.6 Professional Responsibilities for Lecturers – No updates
  
9. 621.4.2b and elsewhere re: Equity and Diversity statement  
The PP&R discussed creating a sub-committee to explore this issue.  
**MSP: The PP&R committee approved the subcommittee of Pat, Sylvia, and Tracy.**
  
10. Other/New Business:
  - a. Michael N. discussed the flowchart, the Process for Gathering Faculty and Student Comments for Faculty Evaluations, and noted concerns that have been raised by some faculty. He plans to request CFA feedback on the process.
  
11. Adjournment: The meeting adjourned at 2:25 pm. The committee's next meeting is scheduled for 1:00 pm on October 26, 2022, via Zoom.