

CALIFORNIA STATE UNIVERSITY, NORTHRIDGE
PERSONNEL PLANNING AND REVIEW COMMITTEE

MINUTES OF MEETING October 16, 2019 APPROVED BY COMMITTEE October 30, 2019
Sub. to Exec. Comm. _____ Approved by Exec. Comm. _____
Sub. to Acad. Senate _____ Approved by Acad. Senate _____

POLICY ITEM:

POLICY INTERPRETATION ITEM:

Members Present: Rosa Angulo-Barroso, Maria Rosa Garcia-Acevedo, Nina Golden, Lesley Krane,
Lynn Lampert, David Moguel, Sean Murray, Rosa RiVera-Furumoto,
Judy Schmidt-Levy, Mary-Pat Stein, Veda Ward

Members Absent: Kenneth Lee, Jeff Wiegley

Visitors: None

Staff Present: James Mackin, Executive Secretary, Beth Virani, Recording Secretary

Staff Absent: None

1. Call to Order

Judy Schmidt-Levy called the meeting to order at 1:20 p.m.

2. Approval of Minutes for October 2, 2019

A call was made to approve the minutes for October 2, 2019.

MSP: That the minutes of the October 2, 2019 meeting be approved as amended.

3. Announcements

- a. Veda Ward shared a photograph of headstone of Abraham Feinberg, former long-time member and Chair of the PP&R Committee. She received the photo from Dr. Feinberg's widow. The Chair indicated that she will investigate the process of obtaining a commendation from PP&R for Dr. Feinberg's participation.

4. Updates on Section 600 Searches

- a. Dean of Michael D. Eisner College of Education – Interviews in progress. Will finish Friday 10/18/19 – There will be a meeting on 10/21/19 at 5pm to see who will move forward.
- b. AVP for Faculty Affairs – No applications yet per the PP&R Chair.
- c. AVP Research and Sponsored Programs – The committee has been formed.
- d. AVP Student Success – Per Mary-Pat Stein, there are over 100 applications, which are presently being evaluated for the first cut. The committee will meet soon to narrow down final candidates.
- e. AVP Student Access and Support Services – Per Mary-Pat Stein, Dr. Watkins says this search is in process.
- f. Vice Provost Search and Screen Committee - 2 members appointed by PP&R – The Chair asked the Committee to think about possible appointees. An MVA has not been presented.

- g. Dean of Humanities Search and Screen Committee - 1 Committee member to be elected from its membership – The Chair announced that the Provost will present the MVA at the 10/30/19 PP&R Meeting.

5. Updates on Section 600 Decisions, Approvals, Inquiries

- a. Update on inquiry from Kinesiology Department regarding election of CPC – If there are no more objections in the Department, the person elected will serve on the CPC Committee per the Department Chair’s decision. The elected person agreed to serve, though elected by an incorrect procedure. Faculty Senate President Mary-Pat Stein will write a letter of instruction from PP&R to the College regarding the correct procedure in this situation as defined in the Kinesiology DPC Operating Procedures. The AVP of Faculty Affairs (Executive Secretary of PP&R) will deliver this letter & discuss with Dean Webb. The Committee agreed that elections by acclamation are not sufficient.
- b. Inquiry from Library regarding ePIF – The Interfolio process will be updated so that the DPC’s have access to the files when the minor chairs letters are submitted.
- c. Request from Psychology Department to extend RTP deadline – A 2nd year Faculty member is going on his honeymoon out of the country. The chair of the DPC has requested a two week extension of the deadline to submit the recommendation letter to the CPC. The chair of the DPC was directed to consult with the CPC. PP&R grants approval. The Chair will inform the chair of the DPC.

6. Department and College Personnel Procedures

- a. Update on Subcommittees to Review Department and College Personnel Procedures – Box location was reviewed. The Excel spreadsheet indicating subcommittee members, department chairs, and personnel committee chairs will be located in the PPR folder labeled “Personnel Procedures.”

7. Update on recommended Template for Position Notices (forwarded from Chief Diversity Officer)

- a. Changes were made to the Template at the last meeting on 10/2/19. The Chair will forward the recommended changes to the CDO.

8. Standard Operational Procedures (PP&R bylaws) – In process per Sean Murray and Lynn Lampert

9. Electronic Professional Information Files Update, Feedback from Colleges

- a. Veda Ward updated the committee that ePIF is now mandatory for new hires in the department of Recreation and Tourism Management.

10. Updates on Pending matters for 2019-20 AY

- a. Section 600/700 Subcommittee –Section 634 (page 61) states “DPC shall, whenever possible, consult with the tenured members of the Department.” However, it has been noted that this statement is inconsistent with the Collective Bargaining requirement. Only the PIF and the PAF are to be considered in evaluations of faculty. Chair designated this subject New Business for the 10/30/19 PP&R Committee meeting.

12. Other/New Business

- a. Discussion of Term Limits for PP&R Committee members – This item will be on the agenda for the 10/30/19 PP&R meeting. Should the Term Limit policy be rewritten? All Full Time Faculty subject to election? Should two terms be the maximum? Could there be a term-timeout option?
- b. The Recording Secretary will add PP&R Personnel Committee Members to the spreadsheet in Box.

15. Adjournment

The meeting was adjourned at 3:15 pm. The next meeting of the Committee is scheduled for 1:15 p.m. on October 30, 2019 in University Hall, room 277.