

CALIFORNIA STATE UNIVERSITY, NORTHRIDGE
PERSONNEL PLANNING AND REVIEW COMMITTEE

MINUTES OF MEETING October 30, 2019 APPROVED BY COMMITTEE November 13, 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, Lesley Krane, Lynn Lampert, Kenneth Lee, David Moguel, Sean Murray, Judy Schmidt-Levy, Mary-Pat Stein, Veda Ward, Jeff Wiegley

Members Absent: Maria Rosa Garcia-Acevedo, Nina Golden, Rosa RiVera-Furumoto

Visitors: Mary Beth Walker

Staff Present: James Mackin, Executive Secretary, Iliana Carvajal, Guest

Staff Absent: Beth Virani

Call to Order

Judy Schmidt-Levy called the meeting to order at 1:16 p.m.

2. Approval of MVA for Dean of Humanities – Provost Mary Beth Walker

Provost Mary Beth Walker met with the Committee to review the Management Vacancy Announcement (MVA) and the Job Description for the position of the Dean of the College of Humanities. The Committee suggested revisions to the MVA and the Job Description. After discussion, the Committee acted on the following motion:

MSP: That the Management Vacancy Announcement and the Job Description for the position of the Dean of the College of Humanities be approved.

Approved.

Judy Schmidt-Levy will inquire with the Provost what the timeline for the search process for the position will be and if a search firm will be hired to help manage the search.

3. Approval of Minutes for October 16, 2019

The Committee reviewed the minutes for October 16, 2019. The Committee acted on the following motion:

MSP: That the minutes of the October 16, 2019 meeting be approved.

Passed.

4. Updates on Section 600 Searches

- a. Dean of Michael D. Eisner College of Education
An update on this search will be made later in this meeting.
- b. AVP for Faculty Affairs
Schmidt-Levy and Murray updated the Committee that the search committee is meeting to review the search. Six weeks of posting has not yet passed.
- c. AVP Research and Sponsored Programs
Schmidt-Levy updated the Committee that the charge meeting for this position was held on Friday October 25, 2019. Schmidt-Levy is waiting for the search committee chair to be selected in order to contact them for updates on the search.
- d. AVP Student Access and Support Services
No update.
- e. Vice Provost Search & Screen Committee Members
The Committee is looking for members to serve on this Search Committee. PP&R Committee would like to see a copy of the MVA. Mary Pat Stein will inquire with Stella Theodoulou if a copy of the MVA is available.

5. Approval of Search Report for Dean of Michael D. Eisner College of Education – Mary-Pat Stein

Stein distributed the Final Search report describing the search process for the Dean of Education. The Committee reviewed the Final Search report. Five candidates were put forward for consideration to the Provost. Mary Pat Stein left the room for the Committee to deliberate on the process of the search.

MSP: To approve the search process of the search for the Dean of the Michael D. Eisner College of Education.

Approved.

Judy Schmidt-Levy will inform Mary Pat Stein and the Provost of the Committee's decision.

For the future, the Committee wants to receive the MVA, Job Descriptions, and Final Search reports electronically and have them available in the meeting Box folder.

6. Updates on Section 600 Decisions, Approvals, Inquiries

- a. Update on inquiry from Kinesiology Dept re: election of CPC – Status of letter
Talked about at last meeting. Mary Pat Stein will draft a letter, and share with Jim Mackin who will share it with the Dean of the College of Health and Human Development.
- b. Inquiry from Library re: ePIF – James Mackin
This inquiry was already addressed by the office of Faculty Affairs.
- c. Request to extend RTP deadline from Psychology Department
Jim Mackin shared with the committee pictures of the faculty members wedding as proof of the need for the extension to the RTP deadline.

7. Department and College Personnel Procedures

a. Update on Department and College Personnel Procedures

The committee members gave updates on their progress in reaching out to the departments and colleges whose personnel procedures are due for review this academic year.

b. Discussion of faculty vote for department procedures

The Social Work department inquired to PP&R to provide guidance on what vote result was necessary for the Department Personnel Procedures to be considered approved? The Committee discussed recommendations to provide to the department.

Judy Schmidt-Levy will inform the Department that Robert's Rules uses a 2/3 vote as a motion being approved. However, the department should decide and vote what type of vote they will require for approval of items as a department.

8. Section 634.1 – Change consultation policy

The Committee discussed Section 634.1 which allows Department Personnel Committees to consult with tenured members of the department. This section is in conflict with the Collective Bargaining Agreement.

Judy Schmidt-Levy will present a draft revision to Section 634.1 at next meeting for the Committee to discuss further.

9. Discuss Community Engagement Proposal

The Committee had further discussion on the proposal that was presented at the September 4th Committee meeting by Julia Heinen. The proposal is to change current RTP criteria to include community service. Lynn Lampert would like to discuss how community service is incorporated as a valuable contribution for RTP. Community service is incorporated already in some department personnel procedures, but not in all.

Judy Schmidt-Levy will recirculate Julia Heinen's proposal for the next meeting to discuss further.

10. Discuss linking Tenure and Promotion

Judy Schmidt-Levy brought this item from comments at RTP roadshows. Why are tenure and promotion decisions separated in faculty personnel decisions? Currently faculty can be promoted one year, but cannot be tenured at the same time. Some members of the campus would like clarification on the requirement for early tenure. Lynn Lampert also brought up the option of service credit and the way in which publications are considered also needs to be clarified.

Committee would like to invite Provost to discuss what the issues are with Promotion and Tenure.

11. Standard Operational Procedures (PP&R bylaws)

Lynn Lampert and Sean Murray are working together on a draft of the Standard Operating Procedures.

12. Electronic Professional Information Files Update, Feedback from Colleges

No further comments.

13. Updates on Pending matters for 2019-20 AY

a. Section 600/700 Subcommittee

Judy Schmidt-Levy will bring pending items from 2018-19 to this year's subcommittee. Lynn will review the electronic Section 600 index to see if there are any corrections needed.

14. Other/New Business

Judy Schmidt-Levy entered into the minutes a resolution and commendation for Abe Feinberg. Dr. Feinberg chaired PP&R from 2000 to 2004 (To be attached to these minutes.)

15. Adjournment

The meeting was adjourned at 2:52 pm. The next meeting of the Committee is scheduled for 1:15 p.m. on November 13, 2019 in University Hall, room 277.

Whereas, we all know that 2000-2004 were very good years, and

Whereas, Abe has done it his way, and

Whereas, Abe is fair, honest, forthright, and unfailingly good-humored, and

Whereas, Abe is a colleague of the University, highly respected by administration, faculty, students and staff alike, and

Whereas, Abe is generous of spirit, and spirits

Whereas Abe combines a profound respect for tradition and values with a recognition of the need for change, and

Whereas Abe is structured, stalwart and flexible, and has the eye of an eagle, the heart of a lion, and . . . the nose of a camel

Whereas Abe has seized the initiative and laid the groundwork necessary for us to have done our jobs so well,

Let it be resolved that Abe Feinberg's four year chairship of PP&R be designated as "vintage."