

CALIFORNIA STATE UNIVERSITY, NORTHRIDGE
PERSONNEL PLANNING AND REVIEW COMMITTEE

MINUTES OF MEETING November 14, 2018 APPROVED BY COMMITTEE Nov.28,2018

Sub. to Exec. Comm. _____ Approved by Exec. Comm. _____

Sub. to Acad. Senate _____ Approved by Acad. Senate _____

POLICY ITEM:

POLICY INTERPRETATION ITEM:

Members Present: Maria Rosa Garcia-Acevedo, Lesley Krane, Lynn Lampert, David Moguel, Rosa RiVera-Furumoto, David Russell, Judy Schmidt-Levy, Mary-Pat Stein, William Whiting, Jeff Wiegley

Members Absent: Vicki Ebin, Kenneth Lee, Sean Murray

Visitors: Michelle Rozic

Staff Present: Sheila Grant, Executive Secretary Designee, Iliana Carvajal, Recording Secretary

Staff Absent: None

1. Call to Order

Wiegley called the meeting to order at 1:20 p.m.

2. Approval of Minutes for October 31, 2018

The Committee reviewed the minutes for October 31, 2018. The Committee acted on the following motion:

MSP: That the minutes of the meeting October 31, 2018 be approved as amended pending revisions.

Passed.

3. Announcements

Wiegley announced that the 2018-19 Procedures for the Search and Screen Committee for Academic-Administrative Positions, and the 2018-19 Procedures for the Search and Screen Committee for Full-Time Faculty Positions have been finalized and uploaded the PP&R Box. The manuals will be posted to the website and distributed to the campus.

4. Updates on Section 600 Searches

A. Provost and Vice President for Academic Affairs

Schmidt Levy shared with the committee that there are no updates since the last meeting.

B. Dean, Michael D. Eisner College of Education

No update.

5. Updates on Section 600 Decisions, Approvals, Inquiries

A. Interim Associate Dean of Tseng College position

Wiegley updated the Committee that he reviewed the Management Vacancy Announcement and the Job Description for the Interim Associate Dean of the Tseng College position and on behalf of the Committee approved the search.

B. An Extension to the College Personnel Committee Deadline for Submission of Department Personnel Procedures

Wiegley updated the Committee that the Committee approved his request to extend the deadline for all department personnel committees to submit personnel procedures to the College Personnel Committees from Nov. 8 to Nov. 21. Additionally, an extension for the deadline for the College of Business and Economics has been approved from Nov. 8 to Nov. 30, per CPC's request. DNCBE is changing college policy and wants the departments to have time to change their respective policies to match.

6. Meeting with Michelle Rozic, query regarding Section 600 and faculty contract.

Rozic met with the Committee to inquire about the workload expectations for faculty at CSUN, and how the CBA and Section 600 are applied. The Committee explained that the CBA is a broad document, and the faculty at CSUN have created Section 600 to specify the expectations at CSUN. The colleges and departments also implement personnel procedures to further specify their expectations for Retention, Tenure and Promotion in their disciplines. Each faculty member is responsible to make sure they meet the criteria in their department for RTP. When faculty members are on academic breaks, University cannot force faculty to work during those breaks.

7. Department and College Personnel Procedures

Carvajal updated the Committee that hard copies of the personnel procedures for MSEM, Geography, and Secondary Education have been received by Faculty Affairs. Copies of the procedures have been uploaded into the PP&R Box for the members to access. Committee members gave updates on their progress in communicating with their assigned departments and colleges:

- a. Management (MGT) T-T & Post-tenure Review (PTR)
- b. Business Law (BLAW)
- c. Marketing (MKT)

- d. Systems & Operations Management (SOM)
- e. English (ENG)
- f. Central American Studies (CAS)
- g. Modern & Classical Languages (MCLL)
- h. Deaf Studies (DS)
- i. Special Education – Ken will give his update to Jeff via email.
- j. Secondary Education (SEC)
- k. Psychology (PSY) Tenure-track & Lecturers
- l. Urban Studies (URBS)
- m. Sociology (SOC)
- n. Criminology (CRIM)
- o. Family Consumer Sciences (FCS)
- p. Nursing (NURS)
- q. College of Arts, Media & Communication (CAMC)
- r. Philosophy (PHIL)
- s. Manufacturing Systems Engineering Management (MSEM)
- t. Electrical and Computer Engineering (ECE)
- u. Counseling (UCS)

8. Updates on Pending Matters

A. Section 600/700 Subcommittee

Lampert informed the Committee that there is no update.

B. Standard Operational Procedures (SOP) Subcommittee

No update.

9. Other/New Business

None.

10. Adjournment

The meeting was adjourned at 2:46 pm. The next meeting of the Committee is scheduled for 1:15 p.m. on November 28, 2018 in Santa Susana Hall, room 108.