

CALIFORNIA STATE UNIVERSITY, NORTHRIDGE
PERSONNEL PLANNING AND REVIEW COMMITTEE

MINUTES OF MEETING May 13, 2020 APPROVED BY COMMITTEE September 2, 2020
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, Dennis Halcoussis, Lesley Krane, Lynn Lampert, Kenneth Lee, Judy Schmidt-Levy, Sean Murray, Jeff Wiegley, David Moguel, Rosa RiVera-Furumoto, Mary-Pat Stein, Veda Ward

Members Absent: None

Staff Present: Diane Guido, Executive Secretary, Stella Theodoulou, Iliana Carvajal Recording Secretary

Staff Absent: None

1. Call to Order

Chair called the meeting to order at 1:00 pm

2. Approval of Agenda

The Committee reviewed the agenda. After discussion and additions, the Committee acted on the following motion:

MSP: Approve the agenda for May 13, 2020.

3. Approval of Minutes for May 6, 2020

The Committee reviewed the unapproved minutes. After discussion, the Committee acted on the following motion:

MSP: Approve the minutes of May 6, 2020 as is.

4. Announcements

Rosa Angulo-Barroso announced that she was elected to be the Department Chair of the Kinesiology department.

5. Updates on Section 600 Decisions, Approvals, Inquiries

a. Update on Humanities RTP review

Diane Guido reported that there were no new updates since the previous week. The college level review was to conclude today, Wednesday, May 13.

6. Executive Session: Meeting with Provost Mary Beth Walker to discuss Retention, Tenure and Promotion Decisions

Provost Walker met with the Committee in Executive Session to discuss the 2019-20 Retention, Tenure and Promotion decisions.

7. Introduction of Incoming New PP&R Members

The Committee welcomed the new members of the PP&R Committee for the 2020-2021 Academic Year.

- a. Tracy Buenavista - HUM
- b. Lindsay Hansen Brown - LIB
- c. Michael Neubauer - Faculty Senate President

8. Election of PP&R Chair

The Committee accepted nominations for the Chair of the Personnel Planning and Reviewing Committee. Judy Schmidt-Levy and Mary-Pat Stein were nominated. Mary-Pat Stein was elected as Chair of the Committee for the 2020-21 Academic Year.

9. Review of Schedule for 2020-21 AY

The Committee reviewed the schedule of meetings for the 2020-21 Academic Year.

10. Discussion of ePIES and ePAFs (Sean Murray)

Sean Murray discussed with the Committee the possible need to conduct Retention, Tenure, and Promotion reviews electronically during the upcoming academic year in the event that the campus would likely not be open able to be on campus due to the COVID-19 pandemic. After discussion, the Committee acted on the following motion:

MSP: Motion to approve that beginning with the 2020-21 academic year, all RTP candidates must submit their PIF in electronic form in Interfolio.

After further discussion, the Committee acted on the following motion:

MSP: Motion to approve that PP&R supports the digitization of PAFs for RTP review beginning with the 2020-2021 Academic Year

It was agreed that these Motions did not need to be reviewed or approved by the Faculty Senate.

11. Review of Draft 2019-2020 Academic Year Annual Report

Judy Schmidt-Levy updated that she will work on the annual report over the summer, and it will be shared with the Committee once available.

12. Updates on Pending matters for 2020-21 AY

Judy Schmidt-Levy reviewed with the Committee the following pending matters for the next academic year:

- a. Policy proposals for 2020-21 AY, Section 612.3, Terms of service on PP&R Committee. The Second Reading in Fall of this policy will be scheduled for the early Fall.
- b. Update on Standard Operational Procedures (PP&R bylaws)
Mary-Pat Stein, Veda Ward, and Judy Schmidt-Levy will continue to work on the Standard Operating Procedures over the summer.
- c. Revision of GRIF policy.
Sean Murray reminded the Committee that revisions to the GRIF policy was a pending item.

13. Updates on Section 600 Searches

All searches on hold due to a hiring slow down.

- a. AVP Research and Sponsored Programs
- b. Vice Provost
 - i. The Committee discussed whether Jeff Wiegley could continue as the PP&R representative on the search, since he would not be a member of PP&R. After discussion, the Committee acted on the following motion:

MSP: PPR approves of Jeff Wiegley continuing as the PP&R representative on the Vice Provost search.

- c. Dean of Humanities
- d. Associate Dean for Tseng College of Extended Learning

14. Other/New Business

- a. Discussion of having a vice chair or a parliamentarian who looks at the time of an item. What about a chair elect? Or a parliamentarian. The Committee decided that every agenda should have a time-certain with allotted times for items. Should agendas put time on the agendas to formulate Standard Operating Procedures? The Committee agreed to address this in the fall.
- b. The Committee agreed on the need to define the requirement that an approval for Early Tenure must be advantageous to the university. Pending item for next academic year.
- c. How to conduct peer evaluations via Zoom? Should there be some best practices? The Chancellor's Office is currently in negotiations with CFA. The Committee agreed to table this discussion until the fall semester.

15. Adjournment

The meeting was adjourned at 3:16 pm.