

CALIFORNIA STATE UNIVERSITY, NORTHRIDGE  
PERSONNEL PLANNING AND REVIEW COMMITTEE

MINUTES OF MEETING May 8, 2019 APPROVED BY COMMITTEE Sept 4, 2019  
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, Kenneth Lee, David Moguel, Rosa RiVera-Furumoto, Sean Murray, David Russell Judy Schmidt-Levy, Mary-Pat Stein, William Whiting, Jeff Wiegley

Members Absent: Vicki Ebin

Visitors: Rosa Angulo-Barroso, Stella Theodoulou, Veda Ward

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

Staff Absent: None

1. Call to Order

Jeff Wiegley called the meeting to order at 1:10 p.m.

2. Approval of Minutes for May 1, 2019

The Committee reviewed the minutes for May 1, 2019. The Committee acted on the following motion:

**MSP:** That the minutes of the May 1, 2019 meeting be approved as amended pending revisions.

Passed.

3. Announcements

None.

4. Updates on Section 600 Searches

A. Dean, College of Engineering and Computer Science

Jeff Wiegley shared with the Committee that the Search Committee is currently conducting on-campus interviews for five candidates. The search committee plans to have their recommendation to the Provost by the following week.

- B. PP&R member election for Search and Screen Committee member for Dean, Michael D. Eisner College of Education

Jeff Wiegley discussed with the Committee that the Search and Screen Committee for the Dean of the Michael D. Eisner College of Education is being formed. The charge meeting for the Search Committee will be delivered on May 17. After discussion, the Committee acted on the following motion:

**MSP:** for Mary-Pat Stein to serve on the Search and Screen Committee as PP&R representative for the Dean the Michael D. Eisner College of Education.

Approved.

5. Section 600 Decisions/Approvals/Inquiries

- A. Update on Africana Studies department inquiry on the Department Chair election process Section 622.6.2

Jeff Wiegley updated the Committee that the Africana Studies department is progressing with the search for the department chair. The department has elected the search and screen committee.

6. Executive Session: Meeting with Interim Provost Stella Theodoulou to discuss Retention, Tenure and Promotion Decisions

- A. Provost Theodoulou met with the Committee in Executive Session to discuss the 2018-19 Retention, Tenure and Promotion appeal decisions.
- B. Provost Theodoulou met with the Committee to propose a change to Section 622.3.1 a. Since the current Associate Vice President for Research and Graduate Studies is returning back to faculty. After consultation with the incoming new Provost, the decision has been made to split the Research and Graduate Studies department into two units – one for Research and Sponsored Programs, and the other unit for Graduate Studies. . This change is not creating a new MPP position, rather it is reworking the positions already there. Currently there is an Assistant Vice President of Graduate Studies and a Director for Research and Sponsored Programs. The Assistant Vice President of Graduate Studies may change to Associate Vice President in the future. After discussion, the Committee acted on the following motion:

**MSP:** To approve with title change in Section 622.3.1.a to the following:

622.3 Appointment and Evaluation of Designated Academic-Administrative and Administrative Employees.

1. This section deals with the appointment and evaluation of the following positions:

- a. Academic-Administrative Employees. Management positions reporting directly to the Provost and Vice President for Academic Affairs including the following positions and any positions serving equivalent functions:

Vice Provost(s)

Associate Vice President, Faculty Affairs

Associate Vice President, Undergraduate Studies

~~Associate Vice President, Research and Graduate Studies~~ Assistant Vice President of Graduate Studies

Director, Research and Sponsored Programs

Associate Vice President, Academic Resources

Dean, Extended Learning

Director, Educational Opportunity Program (EOP)

Approved.

7. Introduction of Incoming New PP&R Members and Election of PP&R Chair

The Committee welcomed the new members of the PP&R Committee for the 2019-20 Academic Year, Rosa Angulo-Barroso and Veda Ward, both from the College of Health and Human Development.

The Committee accepted nominations for the Chair of the Personnel Planning and Reviewing Committee. Judy Schmidt-Levy and Jeff Wiegley were nominated. Judy Schmidt-Levy was elected as Chair of the Committee for the 2019-20 Academic Year.

8. Review of 2019-20 Academic year PP&R meeting schedule

The Committee reviewed the proposed meeting dates for the 2019-20 Academic Year. After discussion, the Committee acted on the following motion:

**MSP:** That the proposed PP&R meeting dates for the 2019-20 Academic Year be approved as amended.

Approved.

9. Department and College Personnel Procedures

A. Philosophy

The Committee reviewed the Tenure Track and Lecturer personnel procedures for the Philosophy department. After discussion, the Committee acted on the following motion:

**MSP:** That the Tenure Track and Lecturer personnel procedures for the Philosophy department be approved as amended. The amendments are editorial.

Approved.

10. Review of Draft 2018-19 Annual Report (Wiegley)

Jeff Wiegley is working on a draft of the Annual report. He will share a draft of the report with the Committee before May 31<sup>st</sup>.

11. Updates on Pending Matters

A. Section 600/700 Subcommittee

Jim Mackin shared with the Committee that the Range Elevation calendar in Section 700 is not being followed by HR. Eligibility has only been announced once a year, instead of once in the Fall and once in the Spring. The announcement of eligibility and the review of applications was only done in the Fall semester. The implementation of the approvals of range elevations have been applied retroactively. Jim Mackin discussed with the Committee that the deadlines in 712.2 will need to be revised so that there is only one October deadline. A proposal will be drafted to change 712.2 and the calendar in Fall 19.

B. Standard Operational Procedures Subcommittee

No update.

12. Break until 5 pm

13. Review of the Year (Wiegley)

Jeff Wiegley thanked the members of the Committee for their service during the 2018-19 AY.

14. Other/New Business

15. Adjournment

The next meeting of the Committee is scheduled for 1:15 p.m. on September 4, 2019 in University Hall, room 277.