

**COVER SHEET FOR PROPOSED CHANGES TO DEPARTMENT PERIODIC REVIEW OF
TENURED FACULTY (POST-TENURE REVIEW) PROCEDURES**

Psychology
DEPARTMENT

In order to facilitate a complete and expeditious review by the Personnel Planning and Review Committee (PP&R) of the change(s) you propose to your Post-Tenure Review procedures, please adhere to the format described below, and also fill out the Background Information. Attach this memo as a cover sheet for the written material you submit to PP&R. PP&R assumes that the initiating Department has determined that the proposed new or revised procedures are consistent with Section 600 and with the Collective Bargaining Agreement.

FORMAT: *A complete Word version of your existing procedures is required as the starting point for the proposed revisions. Any proposed changes to your existing procedures must be indicated using the **Track Changes** feature of Word. The personnel procedures and a cover sheet are required to be submitted even if there are no proposed changes.*


BACKGROUND INFORMATION:

1. Date that current proposed changes were sent forward 1/26/22
2. Describe briefly the general reason(s) for your proposed change(s) (e.g., "proposed changes were initiated by the Department to be in compliance with the current Faculty Contract and Section 600").
The department of Psychology uses the procedures outlined in the Administrative Manual Section 600 and we are not making any changes at this time.
3. List the date the tenured and probationary faculty of the Department voted to approve the proposed changes:
 / /


Please email the following to Faculty Affairs email at faculty.affairs@csun.edu:

1. **WORD DOCUMENT WITH TRACKED CHANGES** showing revisions to the personnel procedures
2. **Signed cover sheet in PDF format**

DEPARTMENT APPROVAL: (Sign & Print Name)

Jill Razani  Digitally signed by Jill Razani
Date: 2022.01.26 19:03:37 -08'00'
Department Chair or Chair, Department Personnel Committee _____ Date _____

COLLEGE APPROVAL: (Sign & Print Name)

Dr. Susan M Love  Digitally signed by Dr. Susan M Love
Date: 2022.02.02 13:33:02 -08'00'
College Dean _____ Date _____

PP&R APPROVAL:

Lindsay Brown _____ 2/11/22
Chair, Personnel Planning and Review Committee _____ Date _____

(for PP&R use only)	FA 2022	FA 2026
SP 2022	FA 2025 (for changes in criteria)	FA 2026
Approval Date	Effective Date	Date of Next Review

Revised 3.30.20