

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

Economics

**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:** Please use a complete copy of your existing procedures as the starting point for the proposed revisions that you submit to PP&R for approval. Strike over any text that you wish to have deleted from your written procedures, and/or underline any text that you wish to have added to your written procedures.

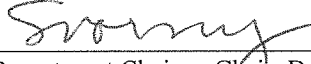
**BACKGROUND INFORMATION:**

1. Date that current proposed changes were sent forward: May 5, 2009
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").

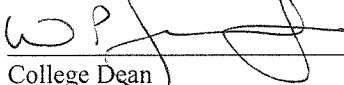
With the addition of procedures for Department Periodic Review of Tenured Faculty to Section 600, these changes were initiated by the Department to be in compliance with the current Faculty Contract and Section 600.

3. The proposed changes have been approved by the tenured and probationary faculty of the Department:

**DEPARTMENT APPROVAL: (Sign & Print Name)**

 Shirley Svorny May 5, 2009  
Department Chair or Chair, Department Personnel Committee Date

**COLLEGE APPROVAL: (Sign & Print Name)**

 William Jennings May 5, 2009  
College Dean Date

**PP&R APPROVAL:**

 6-26-09  
Chair, Personnel Planning and Review Committee Date

(for PP&R use only)		
<u>Sp'09</u>	<u>F'09</u>	<u>F'13</u>
Approval Date	Effective Date	Date of Next Review

**DEPARTMENT OF ECONOMICS**  
Procedures for Evaluating Tenured Faculty

- I. The Department of Economics shall follow the rules in Section 600 of the California State University, Northridge *Administrative Manual* governing the periodic evaluation of tenured faculty (commonly known as Post Tenure Review).
  
- II. Evidence for Evaluation. The following evidence will be used in the evaluation procedure:
  - a. Student evaluations of instructional performance.
  - b. Current course syllabi and current sample examinations.
  - c. Grading practices and instructional goals.
  - d. Activities indicating currency in the field.

Documents relative to this evidence will be available to the members of the evaluation team.

2/2009