

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

Social Work  
**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 \_\_\_\_\_ We will send forward our proposed changes next academic year. We have a draft of additional procedures and will discuss it in our May faculty meeting. \_\_\_\_\_
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"). \_\_\_\_\_

For this year, the Social Work Dept. is using Section 645. We are a new dept and have not yet created our own procedures. Our additions to the tenure-track review process were approved just last spring. \_\_\_\_\_

**RECEIVED**

MAY 24 2012

Calif. State University, Northridge  
Office of Faculty Affairs

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

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

[Signature] \_\_\_\_\_ Date 5/16/12

Department Chair or Chair, Department Personnel Committee

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

[Signature] \_\_\_\_\_ Date MAY 21 2012

College Dean

**PP&R APPROVAL:**

[Signature] \_\_\_\_\_ Date \_\_\_\_\_

Chair, Personnel Planning and Review Committee

(for PP&R use only)		
<u>SP'13</u>	<u>2013-2014</u>	<u>2017-2018</u>
Approval Date	Effective Date	Date of Next Review