

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

Management

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 4/24/2024
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 "post tenure reviews," our Department follows the procedures in CSUN Section 600 - specifically, Section 645 of the 2023-24 Academic Year Personnel Policies and Procedures.

3. List the date the tenured and probationary faculty of the Department voted to approve the proposed changes:
4 / 22 / 2024

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)

Philip C Gorman Philip C. Gorman 4/24/2024
Department Chair or Chair, Department Personnel Committee Date

COLLEGE APPROVAL: (Sign & Print Name)

Chandra Subramaniam chandra Subramaniam 5/2/24
College Dean Date

PP&R APPROVAL:

Sylvia Macauley Sylvia Macauley May 31, 2024
Chair, Personnel Planning and Review Committee Date

(for PP&R use only)

SP 2024
Approval Date

FA 2024
FA 2027 for changes in criteria
Effective Date

FA 2028
Date of Next Review

Revised 3.30.20