

CALIFORNIA STATE UNIVERSITY, NORTHRIDGE  
PERSONNEL PLANNING AND REVIEW COMMITTEE

MINUTES OF MEETING February 6, 2019 APPROVED BY COMMITTEE February 20, 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, Vicki Ebin, Lesley Krane, Lynn Lampert, David Moguel, Rosa RiVera-Furumoto, David Russell, Judy Schmidt-Levy, Mary-Pat Stein, William Whiting, Jeff Wiegley

Members Absent: Kenneth Lee, Sean Murray

Visitors: None

Staff Present: Sheila Grant, Executive Secretary Designee, Iliana Carvajal, Recording Secretary

Staff Absent: None

1. Call to Order

Wiegley called the meeting to order at 1:25 p.m.

2. Approval of Minutes for January 23, 2019

The Committee reviewed the minutes for January 23, 2019. The Committee acted on the following motion:

**MSP:** That the minutes of the meeting January 23, 2019 be approved as amended pending revisions.

Passed.

3. Announcements

None.

4. Updates on Section 600 Searches

A. Provost and Vice President for Academic Affairs

Schmidt-Levy shared with the Committee that the search is progressing. More candidates are being identified to invite for on-campus interviews.

B. Dean, Michael D. Eisner College of Education

Ebin shared with the Committee that there has been no update.

C. Dean, College of Engineering and Computer Science

Wiegley shared with the Committee that the charge meeting is being held on Thursday, February 7<sup>th</sup>.

5. Updates on Section 600 Decisions, Approvals, Inquiries

A. Extension request result for Africana Studies

Wiegley updated the Committee on the result of their email vote on a request from the Africana Studies Department for an extension to the RTP deadline to February 15<sup>th</sup>. The deadline was requested because the department wanted to reconstitute their department personnel committee. The Committee approved the request.

B. Extension request result for College of Humanities

Wiegley updated the Committee on the on the result of their email vote on a request from the faculty member submitting his ePIF. The request was to submit the ePIF by Feb. 11<sup>th</sup>. The Committee approved the request.

C. Extension request for Range Elevation in Family and Consumer Sciences

Wiegley updated the Committee that the Range Elevation appeal request was no longer needed because the Range Elevation had been approved by the Dean, making the appeal unnecessary.

D. Extension Request for Manufacturing Systems Engineering Management

Wiegley updated the Committee that the MSEM Department requested an extension until the February 15<sup>th</sup> for the candidate's response/rebuttal deadline to respond to the Department Chair's review letter. After discussion, the Committee acted on the following motion:

**MSP:** That the extension request be approved.

Approved.

6. Weighted Teaching Units/Exceptional Service to Students Awards

A. Subcommittee creation

Grant and Wiegley updated the Committee that the Chancellor's Office just announced to the campuses the Weighted Teaching Units each campus is responsible to award under

Provision 20.37 of the CBA for the 2019-20 Academic Year. CSUN will be awarding 17 awards of 3 WTUs each. The subcommittee will review the application form and procedures and will update them as necessary. The subcommittee will also set an application deadline, review the applications, and select recipients.

Lampert, Garcia-Acevedo, and Ebin volunteered to be on the subcommittee.

7. Department and College Personnel Procedures

The Committee discussed how to go about clarifying the definition of significant scholarly contributions. A recommendation was to gather input from all the colleges. This is an item that the Committee will look into.

Committee members gave updates on their progress in communicating with their assigned departments and colleges.

A. Deaf Studies Department (Schmidt-Levy)

The Committee reviewed the tenure-track personnel procedures for the Deaf Studies department. The Committee suggested changes. After discussion, the Committee acted on the following motion:

**MSP:** That the tenure-track personnel procedures for the Deaf Studies department be sent back to the department for revisions and brought back to PP&R.

Approved.

B. Modern and Classical Languages and Literatures (Krane)

The Committee reviewed the tenure-track and lecturer personnel procedures for the Modern and Classical Languages and Literatures department. The Committee suggested changes. After discussion, the Committee acted on the following motion:

**MSP:** That the tenure-track and lecturer personnel procedures for the Modern and Classical Languages and Literatures department be sent back to the department for revisions and brought back to PP&R.

Approved.

C. Manufacturing Systems and Engineering Management (Wiegley)

The Committee reviewed the tenure-track and post-tenure review personnel procedures for the Manufacturing Systems and Engineering Management department. The Committee suggested changes. After discussion, the Committee acted on the following motion:

**MSP:** That the tenure-track and post-tenure review personnel procedures for the Manufacturing Systems and Engineering Management department be sent back to the department for revisions and brought back to PP&R.

Approved.

D. Business Law (Garcia-Acevedo)

The Committee reviewed the tenure-track and lecturer personnel procedures for the Business Law department. The Committee suggested changes. After discussion, the Committee acted on the following motion:

**MSP:** That the tenure-track and lecturer personnel procedures for Business Law be sent back to the department for revisions and brought back to PP&R.

Approved.

E. Systems & Operations Management (Moguel)

The Committee reviewed the tenure-track personnel procedures for the Systems & Operations Management department. The Committee suggested changes. After discussion, the Committee acted on the following motion:

**MSP:** That the tenure-track personnel procedures for Systems & Operations Management be sent back to the department for revisions and brought back to PP&R.

Approved.

F. Special Education (Lee)

Postponed till next meeting.

*Items 8 and 9 were postponed until the following meeting.*

8. Updates on Pending Matters

A. Section 600/700 Subcommittee

B. Standard Operating Procedures (SOP) Subcommittee

9. Other/New Business

10. Adjournment

The meeting was adjourned at 4:31 pm. The next meeting of the Committee is scheduled for 1:15 p.m. on February 20, 2019 in University Hall, room 277.