



# ACADEMIC PERSONNEL

## UNIVERSITY OF CALIFORNIA, SANTA BARBARA

---

January 13, 2014

To: Department Chairs, Directors, Business Officers and all Faculty (via SBCHR-L, SBDIR-L, SBADM-L, SBFACU-L)

From: Cindy Doherty, Director  
Academic Personnel

Re: Red Binder updates

A number of revisions to the Red Binder (UCSB campus academic personnel policies and procedures) have been posted at the Academic Personnel web site. A summary of the changes is listed below for your convenience.

The Red Binder may be found at:

<https://ap.ucsb.edu/policies.and.procedures/red.binder/index.cfm>

In addition, you may view the annotated changes at the following web address on the Academic Personnel home page:

<https://ap.ucsb.edu/policies.and.procedures/red.binder/updates/>

### **Summary of changes**

III-1 Reflect change in delegation of authority from Office of Research to Academic Personnel

III-8 Reflect change in delegation of authority from Office of Research to Academic Personnel. Update policy regarding above scale salary policy to be consistent with Professorial above scale policy.

III-12, 14, 16 Reflect change in delegation of authority from Office of Research to Academic Personnel. Add wording to clarify bio-bib preparation for appointees in Research, Project Scientist, and Specialist series.

III-23 Reflect change in delegation of authority from Office of Research to Academic Personnel. Break out policy regarding without salary visitors to new policy, III-25

III-25            New policy to implement APM- 430; Visiting Scholars and other Visitors. Visitor      appointment letter will also be available as a new form. Implementation information has been provided to departmental administrative staff.

VI-21            Update of employment forms chart