

November 15, 2017

To: Academic Business Officers and Analysts (via SBADM-L)
From: Cindy Doherty, Director
Academic Personnel
Re: Research Appointments Workshop

The Research Appointments advanced topics workshop, originally scheduled for October as part of the 2017-18 AP training program, was postponed and has now been rescheduled as listed below.

DATE: Wednesday, December 13, 2017
TIME: 9:00-11:00 am
PLACE: Bren Seminar room 1424

The workshop will provide updates on policy and procedure changes related to the Research, Project Scientist, Specialist, and Postdoctoral Scholars series. In addition, we will have an in-depth discussion of various personnel actions and case preparation for research appointments and advancements. The workshop is intended for individuals currently responsible for personnel matters in these series.

Advance registration for the workshop will be required via the Academic Personnel web site under the "training and workshops" tab, or directly at:

<https://ap.ucsb.edu/~staff.training.registration>

If you had already registered for the October 19th session, your enrollment has been maintained in the AP course registration system. Please check your schedule to confirm that you will be able to attend. If not, please cancel your registration.

If you have questions about this message, please contact June Betancourt at june.betancourt@ucsb.edu or x5728.

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