

Date: December 7, 2023

To: Senate Faculty, Deans, Chairs, Assistant Deans, Business Officers, Department AP Analysts

From: Dana Mastro, Associate Vice Chancellor for Academic Personnel

Re: Refining the Merit and Advancement Process

As part of our ongoing efforts to ensure that the faculty merit review process is serving its important role in the most effective, efficient, and transparent manner, I am writing to provide an update on the current undertakings in progress.

You may recall that findings from our comprehensive analysis of the merit and advancement procedures on our campus, [summarized in the Fall 2023 AP Newsletter](#), revealed widespread interest in replacing our document-based Biobib with a more streamlined approach. To address this concern, Academic Personnel and Academic Affairs Information Technology have been engaged in developing an online Biobib application which we hope to have ready for campus-wide implementation in next year's case cycle (2024-25). A preliminary version of the application is currently undergoing review and testing with a subset of Chairs, Analysts, and Associate Deans, from across Divisions/Schools/Colleges and spanning a range of diverse disciplines. We expect to commence broader pilot testing next quarter, with campus training and implementation soon thereafter.

We have also been engaged in ongoing meetings and consultations with senior administration, Senate leaders, and campus leadership, to identify merit review practices for implementation that continue to recognize and support faculty's accomplishments in all areas of responsibility while also increasing transparency, alleviating administrative burdens, and improving clarity in expectations. As these discussions unfold, we will provide updates on recommended improvements and modifications to the procedures, including opportunities for campus-wide feedback.

Please feel free to reach out with any questions. Thank you for your commitment to improving the processes that serve our academic community.