

February 19, 2019

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

From: Cindy Doherty, Director
Academic Personnel

Re: Consultation on Red Binder Changes

Proposed revisions to the Red Binder, the campus Academic Personnel policy and procedure manual, are now available for review and comment. The "Summary of Draft Changes" included below and posted along with the draft sections will provide you with information about each proposed change. Within the documents changes are shaded; additions are marked in italics and deletions in strike-through. Major changes include updates to local policies covering the Lecturer SOE series to reflect changes to system wide policy, updates to the Remedial Tutor policy, and numerous technical changes.

A summary of the draft changes by Red Binder section is included at the end of this notice.

The draft changes may be viewed on the Academic Personnel web-site at <https://ap.ucsb.edu/policies.and.procedures/red.binder/drafts/>. The link is not displayed publicly; please either link directly from this e-mail or cut and past the address into your browser.

Please forward this notice on to other non-senate academic employees within your unit as appropriate. I would appreciate receiving feedback by **March 20, 2019**.

Comments may be e-mailed to my attention at Cindy.Doherty@ucsb.edu

cc: Academic Senate
Labor Relations
Equal Opportunity

Summary of Changes

- I-29, II-24, II-25, V-28, VI-10, VI-15, VI-17** Change of name: Extension to Professional and Continuing Education
- I-35** Additional guidance regarding departmental letter of recommendation
- I-36** Acceleration guidelines updates
- I-44, I-70, III-20, III-25, VI-8** Technical corrections and updates
- IV-3** Time-line for submission of Associate appointments. Addition of list of documents to be submitted with request.
- IV-9** Updates to Remedial Tutor policy to clarify use in established undergraduate tutor programs.
- VII-1** Clarification of exception to open recruitment policy between similar series
- IX-20** Updates to use of peer ad hoc committees in non-senate disciplinary matters to be in line with APM.

Incorporation of system-wide APM Lecturer SOE series changes into campus policy and procedure

I-4, I-11, I-12, I-13, I-26, I-27, I-30, I-33, I-37, I-38, I-39, I-40 I-41, I-42, I-43, I-46, I-50, I-56, I-75, VI-2, VI-7

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