

March 1, 2021

To: Academic Department Chairs and Deans, Academic Unit Directors, AP Department Business Officers and Staff and Ladder Faculty and Lecturer SOE Series

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 to be effective February 26, 2021. Significant changes include the following:

- Additional language added to solicitation letters to extramural reviewers asking them to consider the record in light of COVID related constraints.
- Elimination of the use of external letters of evaluation at advancement to Step VI and the addition of guidance regarding evidence departments and reviewing agencies should consider in justifying the national (or international) distinction. This change does not impact cases currently under review.

A summary of changes is listed below. The complete Red Binder, as well as the annotated changes are available on the Academic Personnel website at:

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

Summary of changes

I-6, I-34, I-42, I-46, I-49, I-50, III-12, V-17, V-20	Elimination of letters for advancement to Step VI
I-42	Clarify criteria for advancement to Step VI
I-50, III-12, III-14, III-16, V-17, V-20	Additional wording in solicitation letters regarding COVID related constraints
III-1	Clarify appointment terms for academic researchers
III-20	Use of Research Associate for senate faculty who resign and retain association with UCSB
VI-7	Clarify payroll process for faculty special research leaves
VII-1	Clarify search waiver parameter for represented employees

VIII-11	Correction of time-frame for chair disestablishment to conform to APM
VI-17	Correct earn code for awards
VI-3, VI-4	Clarify total paid leave for GSRs

Cindy Doherty
Director
UCSB Academic Personnel
(805) 893-8332
Cindy.Doherty@ucsb.edu