

March 27, 2019

To: Department Chairs, Directors, Business Officers and all faculty (via SBCHR-L, SBDIR-L, and SBADM-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 to be effective April 1, 2019. A summary of all changes is included below for your convenience.

Changes reflect the following:

- Implementation of new systemwide policies for the Lecturer SOE series
- Updates to the Remedial Tutor policy to clarify use in established undergraduate tutor programs
- Updates to the disciplinary process for non-senate non-represented academic employees
- Technical and other minor changes and updates

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-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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