

April 10, 2017

To: Deans, Department Chairs, Directors, Senate Faculty, and Business Officers (via SBCHR-L, SBDIR-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" printed 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.

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 **May 12, 2017**.

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

cc: Academic Senate
Labor Relations
Equal Opportunity

Summary of changes

- I-1, I-14, VI-1** Incorporating delegation of authority into relevant Red Binder sections.
- I-8** Update of Off-scale policies to reflect current campus practice.
- I-29** Outside professional activity reporting required for both compensated and uncompensated activity in accord with system-wide policy.
- III-14, III-16** Five-year mandatory review for Project Scientist and Specialist series.
- III-25** Clarification of criteria for without salary visitor appointments.
- IV-10** Elimination of title code 3276. All academic year GSR appointment will use title code 3284. The level of tuition and fee remission is based on the total eligible appointment percentage of time.
- VI-4, VI-5, VI-7** Clarification of request and approval process and delegation of authority for various types of leave. Clarification of requirement for prior approval if category 1 outside professional activities will take place while on leave.
- VI-10** Summer additional compensation dates for summer 2017.
- VI-17** Change in use of Summer Session dos codes per UCOP instruction.
- VII-1** Search waivers processed via UC Recruit rather than on paper.
- IX-25** Update to be in compliance with system-wide SVSH policy.