

May 1, 2024

TO: Deans, Department Chairs, Directors, Senate Faculty, and Business Officers & Staff

FROM: Helly Kwee, Associate Director
Academic Personnel

RE: Issuance of Red Binder updates

A number of final revisions to the Red Binder, the campus Academic Personnel policy and procedure manual, have been posted on the Academic Personnel website, with an effective date of May 2024. Substantive changes include updates reflecting the most recent bargaining agreements for represented academic employees. In addition, gendered language has been removed throughout the Red Binder and other minor technical updates have been addressed. A summary of all 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

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| III-9 | updates to document submission checklist |
| III-17 | PX contractual changes |
| IV-1 | BR and BX contractual changes |
| IV-3, IV-6, IV-8, IV-9 | BX contractual changes |
| IV-10, VI-6, VI-8, IX-20, IX-25 | BR contract implementation |
| I-20, I-25, II-14, II-25, V-2, V-11, V-20, V-28, V-31, VI-9, VIII-8, VIII-11, IX-15, IX-30 | remove gendered language |
| V-17 | Include new advancement methodology for faculty |
| VI-15 | updated link and instructions for intercampus appointments |
| III-8, III-12, III-14, III-16 | Change terminology from special step to overlapping step. Update references to bio-bib process |