



# ACADEMIC PERSONNEL

## UNIVERSITY OF CALIFORNIA, SANTA BARBARA

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May 28, 2014

To: Department Chairs, Directors, Business Officers and all Faculty (via SBCHR-L, SBDIR-L, SBADM-L, SBFACU-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. A summary of the changes is listed below for your convenience

The Red Binder may be found at:

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

In addition, you may view the annotated changes at the following web address on the Academic Personnel home page:

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

### **Summary of changes**

- I-4, I-35 Change in terminology from “time off the clock” to “extension of the tenure clock”
- I-46, I-48 Provide guidance regarding external letters solicited via UCRecruit
- I-56 Lecturer/Sr. Lecturer SOE was circulated in draft format but requires further revision and review. Not being released at this time
- I-70 Clarify use of Research Professor title
- II-1 Update Lecturer and STE merit policy to be consistent with new MOU
- II-31 Correct payment limit authority for honoraria
- III-8, III-12 Clarify wording regarding research series above scale actions
- III-14 Add wording regarding case deadlines and above scale actions for Project Scientist series

III-16 Appointments in the Specialist series may be for normative time at step in each rank. Add above scale language.

III-17, III-18 Modify process for recruitment supporting paperwork for Postdoctoral recruitments

IV-10 Clarification of criteria for appointment as Graduate Student Researcher

V-20 Professor of Practice working title; new policy (underwent campus review in September 2013)

V-31 Summer Session Dean is not a Faculty Administrator position

VI-19 Updated information on employment forms

VII-1, VII-4, VII-5 Clarification of search processes and update of procedures to incorporate UCRecruit.

VII-7 Updated required wording for advertisements