

June 30, 2022

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

FROM: June Betancourt, 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. A summary of changes is listed below. The draft changes may be viewed on the Academic Personnel website 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 paste the address into your browser.

Substantial updates and revisions to Red Binder Section II reflect major changes in policy and procedure as a result of the recently ratified Unit 18 Lecturer contract. Three existing sections, Red Binder II-6, II-10, and II-12, will be deleted entirely in their current form. Red Binder II-10 and II-12 will be replaced.

Departments may wish to also reference the current contract directly at <https://ucnet.universityofcalifornia.edu/labor/bargaining-units/ix/contract.html> and may [contact](#) Academic Personnel with any questions.

Please forward this notice on to other non-senate academic employees within your unit as appropriate. I would appreciate receiving feedback by **July 20, 2022**. Comments may be e-mailed to my attention at [june.betancourt@ucsb.edu](mailto:june.betancourt@ucsb.edu)

### Summary of changes

I-17	Clarifies faculty housing and recruitment allowance policy and procedure
I-46	Clarifies solicited letter guidelines
I-50	Changes promotion to Sr. Continuing Lecturer solicitation language
II-1	General updates of Unit 18 Faculty Series as a result of newly ratified contract
II-2	(NEW) Introduces new guidelines for Unit 18 pre-six Reappointments
II-3	(NEW) Introduces new guidelines for Unit 18 pre-six Assessments
II-4	(NEW) Introduces new guidelines for Unit 18 pre-six Academic Reviews

II-6	DELETED
II-8	Updates to establishing initial continuing base FTE and augmentations
II-9	(NEW) Moved Excellence Review Guidelines from II-10 and incorporated MOU provisions
II-10	REPURPOSED to encompass procedures related to only Continuing and Sr. Continuing Merit Reviews. Previous II-10 to be deleted
II-11	(NEW) Introduces new guidelines for promotion to Sr. Continuing Lecturers
II-12	REPURPOSED to capture new MOU requirements and associated campus procedures. Previous II-12 to be deleted
II-14	Updates to reflect new MOU criteria and reflect new campus procedures
II-16	Updates with specific MOU references
III-1, III-16	Identifies the ranks of Specialist who undergo merit review as per the MOU
III-5	Technical update about candidate written comments for temp academic title reviews
VI-4	Specifies that represented titles may have specific PFCB entitlements
VI-7	Clarifies that faculty on leave must still comply with University policies; specifies factors for consideration of leave requests; clarifies approval level for multi-year leaves
VI-14	Clarifies extramurally funded release to grant buyout procedure
VI-18	Incorporates termination requirements and updates Short Work Break (SWB) for Unit 18 appointments
VI-26	Clarifies that departments are required to notify their deans and AP when faculty plan to separate
VII-1	Modifies pooled search timeframes

cc: Academic Senate  
Labor Relations  
Equal Opportunity