

September 14, 2021

TO: Deans, Department Chairs, Directors, Senate Faculty, and Business Officers (via Dept-Chair, Directors, Senate-Faculty, and Dept-AP-Staff)

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.

Please forward this notice on to other non-senate academic employees within your unit as appropriate. I would appreciate receiving feedback by **September 27, 2021**.

Comments may be e-mailed to my attention at [june.betancourt@ucsb.edu](mailto:june.betancourt@ucsb.edu)

Summary of changes

I-4	Clarifies eligibility & normal periods of service within step
I-8	Off-scale advancements within Prof IX
I-14	Clarification on appointment salary recommendations
I-26, I-60	Ad hoc review committee process and procedure clarified
I-27, 1-31, I-34, II-25, III-9, V-2	Standardizes use of cumulative sections of biobib
I-30	Clarifies dean's authority merit reviews
I-36	Clarifies justification for accelerations
I-70	Streamlines process by which emeriti may serve on graduate committees
I-75	Reviewing agency tentative procedure
III-14	Correction to extramural letters instruction
VI-1, VI-7	Adds bereavement and jury duty leave; clarifies approvals
VI-4	Pronouns updated; adds PFCB leave
VI-14	Release to grant funding threshold clarification
VII-4	Corrects language about senate search committee

cc: Academic Senate  
Labor Relations  
Equal Opportunity