



ACADEMIC PERSONNEL

UNIVERSITY OF CALIFORNIA, SANTA BARBARA

September 30, 2014

To: Department Chairs and Business Officers (Via SBCHR-L and SBADM-L)

From: John E. Talbott
Associate Vice Chancellor for Academic Personnel

Re: Annual Academic Personnel Workshops

I am writing to invite you to attend the annual Academic Personnel Workshop for Academic Department Chairs and Business Officers. The meeting will include remarks by representatives of various reviewing agencies as well as important updates on academic policy, practice, and procedure in preparation for the upcoming review cycle. Two separate workshops will be held:

Division of Mathematical, Life & Physical Sciences, College of Engineering, and the Bren School

Thursday, October 23, 2014

8:30-10:00

Flying A Studio, UGen

Division of Social Sciences, Humanities & Fine Arts, Graduate School of Education, College of Creative Studies

Wednesday, October 22, 2014

2:00-3:30

State Street Room, UGen

Please attend the session for your College or Division. You may attend the other session if you have a scheduling conflict. Both the Department Chair or Vice Chair and the Business Officer or Academic Personnel Analyst should plan to attend. Chairs are asked not to delegate this responsibility to staff. No RSVP is required.

This will be the only meeting bringing together people from all levels of the review process. I encourage you to take advantage of it. I look forward to seeing you soon.

Questions regarding the meetings may be directed to Mayra Magana at Mayra.magana@ucsb.edu.