

# Academic Personnel News

Summer 2014

University of California, Santa Barbara

Academic Personnel



## Salary Increase Program for Faculty and Other Academic

Effective July 1, 2014, all faculty and other non-represented academic employees received a three percent salary increase. The increase will appear in the August 1, 2014 paycheck. For academic employees with off-scale salaries, the increase was applied to both the base and the off-scale portion of salary. Employees who received a merit or promotion effective July 1, 2014 received the three percent increase in addition to the approved merit or promotion.

Lecturers and Supervisors of Teacher Education, pursuant to the terms of their contract, received a three percent increase as of July 1, 2014.

Represented Librarians will transition to a new salary structure in lieu of the three percent adjustment.

The July 1, 2014 salary scales are available on the Academic Personnel web site at <https://ap.ucsb.edu/>. New salary information is available for Faculty, Researchers, and Academic Coordinators via the Academic Personnel on-line case processing system.

Departments are encouraged to check the new salaries of their employees once the central salary adjustment process has occurred. This can be done via the Academic Person-

nel database reports for faculty, researchers, and academic coordinators. Those titles as well as others may also be accessed via reports from Data Warehouse.

### Inside this issue:

- Retiring Faculty **2**
- Policy Updates **3**
- Merit/Promotion **4**
- Contacts **4**

## Outside Professional Activity Prior Approval Requirements

System-wide and campus Academic Personnel policies require prior approval for Senate Faculty engaging in certain types of outside professional activities. Prior approval is required to:

1. Engage in Category 1 activities.
2. Exceed the 39 day limit on professional activities.
3. Involve a graduate student in outside professional activity.

All prior approval requests will be processed on-line. Requests must be approved prior to engaging in any of the above listed activity.

Requests are to be processed as follows: Sign on to the Academic Personnel web site at <https://ap.ucsb.edu> using your UCSBnetID and password. Under the "Dashboard" heading, select "Outside Professional Activities (APM 025)", then select the "Category I Activities" tab. The request will be automatically routed for review and approval once the "Submit for Approval" button is selected. You will receive email notification once the request has been approved.



## Recognition of Retiring Faculty

**The following faculty retired during this past academic year:**

### *END OF WINTER QUARTER*

SARAH CLINE	HISTORY
JANIS INGHAM	SPEECH & HEARING
GENE LUCAS	CHEMICAL & MECHANICAL ENGINEERING

### *END OF SPRING QUARTER*

RICHARD APPELBAUM	SOCIOLOGY/GLOBAL
RALPH ARCHULETA	GEOLOGY
PATRICIA CLANCY	LINGUISTICS
PATRICIA COHEN	HISTORY
JEFFREY DANHAUER	SPEECH & HEARING
ROBERT DEACON	ECONOMICS
ROGER FRIEDLAND	RELIGIOUS STUDIES/SOCIOLOGY
DAVID HINKLEY	STATISTICS
CYNTHIA HUDLEY	EDUCATION
MICHAEL JOCHIM	ANTHROPOLOGY
MARY NISBET	ECONOMICS
GEORGE ODETTE	MECHANICAL ENGINEERING
DAVID ROCK	HISTORY
SUSAN STONICH	ANTHROPOLOGY/ ENVIRONMENTAL STDS
LESIE WILSON	MCDB/BMSE
FIKRET YEGUL	ART



## Academic Personnel Policy Issuances

### APM-025, Conflict of Commitment and Outside Activities by Faculty Members

### APM-510, Intercampus Transfers

### APM Section IV Salary Administration (APM-600 Series)

Issued by Provost and Executive Vice President Aimée Dorr, revised APM - 025, Conflict of Commitment and Outside Activities of Faculty Members, APM - 510, Intercampus Transfers, and APM Section IV, Salary Administration (APM - 600 Series) are effective July 1, 2014.

#### APM-025

The general intent of APM - 025 is to ensure that when a faculty member participates in activities outside of the University the activities do not interfere with fulfilling the individual's responsibilities to the University. APM-025 has been updated to enhance clarity and to foster consistent interpretation. Provost Dorr's issuance letter is attached. Please note that the issuance letter also addresses APM-671 and 670. These sections are relevant to Health Science Compensation Plans only and therefore have no impact at UCSB. APM-025 is available on-line at <http://www.ucop.edu/academic-personnel-programs/files/apm/apm-025-07-01.pdf>.

On-line reporting forms for Outside Professional Activities have been updated to reflect the changes in APM-025. Updated campus policy (Red Binder I-29) will be issued as soon as possible.

#### APM-510

The revised policy makes explicit that the policy applies only to Senate faculty titles and clarifies procedures for both home and recruiting campuses. The policy is available on-line at <http://www.ucop.edu/academic-personnel-programs/files/apm/apm-510.pdf>.

#### APM Section IV

Revision to the 600 series was prompted in part by the UC Path initiative so that procedural information contained within the policies is up-to-date, clear, and consistent from policy to policy. Language has been added to standardize practices across the ten campuses. Prior sections 660, 665 and 690 have been consolidated into the body of the policy. Significant changes include:

- Revised language stating all academic appointees, with the exception of students and represented employees, are eligible for off-scale salaries
- Definition of the term "honoraria" and added flexibility regarding honoraria payments
- Revised and clarified policy regarding extramurally funded research

The updated policies are available on-line at: <http://www.ucop.edu/academic-personnel-programs/academic-personnel-policy/salary-administration/>. Updated campus policy (Red Binder VI-10 through VI-17) will be issued as soon as possible.

## Red Binder Updates

A listing of Red Binder changes issued in May 2014 can be found at: <https://ap.ucsb.edu/policies.and.procedures/red.binder/updates/>.



## University of California, Santa Barbara

Our next quarterly newsletter is scheduled for Fall 2014. Please email a question or topic to Karen.Moreno@ucsb.edu if you would like to see it featured in the next edition.



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## Eligibility for Merit and Promotion Reviews

The lists of Faculty, Continuing Lecturers, Researchers, and Academic Coordinators eligible for merits and promotions during the 2014-15 academic personnel review cycle and effective July 1, 2015 are available.

To access your eligibility list, please log on to the Academic Personnel web site and click on the **Eligibility Listing Link** under the Dashboard heading. Links will appear for each category of employees. Chairs, as well as any staff within your office who have access to the on-line case processing system, have access to the eligibility information.

You may view, download to Excel , or print them to PDF.

The eligibility screen includes three sections:

—Employees eligible for review to be effective 7/1/15.

—All other employees in your department.

—Pending actions in current cycle.

Eligibility lists for Project Scientist and Specialist will be available by January 2015.

If you have any questions or see any discrepancies related to the eligibility

information, please contact Viktoriya Filippova at Viktoriya.Filippova@ucsb.edu or Karen Moreno at Karen.Moreno@ucsb.edu. Technical questions related to use of the site should be directed to help@aait.ucsb.edu.

### Merit/Promotion Case Deadlines:

#### Faculty:

**Routine: November 12, 2014**

**Non Routine: December 8, 2014**

#### Other Titles:

**Research Series: March 2, 2015**

**Project Scientists: April 1, 2015**

**Specialists: April 1, 2015**

**Continuing Lecturers: March 31, 2015**

**Academic Coordinators: May 1, 2015**