

April 10, 2025

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

FROM: Leesa Beck, Assistant Vice Chancellor for 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. The draft changes may be viewed on the Academic Personnel website at: <https://ap.ucsb.edu/policies.and.procedures/red.binder/drafts/>

This link is not displayed publicly; please either access it directly from this email, or copy and paste the web address into your browser.

Comments on the proposed changes are due by **5:00pm on Monday, April 28, 2025**, and may be emailed to Helly Kwee at [helly.kwee@ucsb.edu](mailto:helly.kwee@ucsb.edu).

Summary of key changes:

I-4, I-43, II-9, II-11	Minor grammatical/clarifying updates
I-10	Clarifies that reconsiderations may not modify the original dept rec
I-15, II-12, III-7, V-2	Add misconduct disclosure to checklists
I-20	Emphasizes that BFB-G-13 only applies to procedure, not policy
I-22	Clarify that all reviewers, whether candidate or department suggested, should not be closely associated with candidate
I-26	Reminder that a separate Safeguard must be submitted for each department
I-33	Solidifies definition of Expanded Reviews
I-37	Allows appointment at overlapping step only if intercampus transfer
I-70, III-1	Benefits implications for all recall appointees; WOS research recall appointments will be restricted
II-4, IX-18	Add SET surveys as source of teaching evaluations
III-5	Add reference to APM for AULs
III-20, III-23, III-25	General updates to criteria, appointment terms, and appointment/reappointment procedures, including misconduct disclosure
VI-3, VI-8	Update leave accrual rates, add information about paid sick leave bank
VI-16 (new)	Negotiated Salary Program
VII-1, VII-4, VII-5, VII-7	Update EODP office name
VII-7	Update to recruitment EO/AA tagline