

I-6
CAREER EQUITY REVIEW
(Revised 10/24)

On extremely rare occasions, a Senate faculty member may be at a rank and/or step that is seriously inconsistent with their documented attainments. In such cases, a Career Equity Review (CER) may be initiated by or on behalf of members of the Academic Senate who are tenured Professor/Teaching Professor series faculty (Associate and Full). The CER is designed to examine cases in which normal personnel actions from the initial hiring onward may have resulted in an inappropriate rank and/or step; i.e., a faculty member's rank and/or step is not commensurate with the candidate's record as assessed in the three areas of review and in terms of the standards appropriate to the candidate's field, specialization, and cohort. A CER provides the opportunity to pay special attention to equity in relation to the standards in the discipline and to determine if current placement on the academic ladder is consistent with the application of those standards as they relate to rank and step. CER recommendations and decisions will be based on the review criteria used for normal promotion and merit reviews, and may consider the entire career record of the individual up to the point of the previous merit review.

A CER is not an alternative to the reconsideration procedures that apply to particular reviews (Red Binder I-10) nor is it an alternative to cases that should be brought before the Committee on Privilege and Tenure. **A CER is not intended to address salary compression or other salary issues related to market considerations, therefore, requests for adjustment of off-scale supplement will not be considered.** Final decisions of CERs will not be subject to reconsideration or appeal. Reports generated during the CER process will be subject to the same policies and procedures as reports generated during the regular review process. A CER is considered an Expanded Review case and will be subject to review by CAP. CERs may be requested or conducted no more frequently than once every six years. Only faculty who have held an eligible title (see above) for at least four years at UCSB can be considered for a CER.

Procedure:

A CER may be initiated by the candidate through their department or through the appropriate Dean. A CER may also be recommended to the Associate Vice Chancellor for Academic Personnel by any reviewing agency. The reviewing agency will inform the Associate Vice Chancellor that it believes a CER should be considered and the Associate Vice Chancellor will report this recommendation to the faculty member. The candidate will then decide whether to initiate a CER and, if so, whether to initiate it in the department or with the Dean. Once initiated, it will follow the procedures outlined below.

A CER must be submitted as a separate personnel action, outside of the year of the candidate's regular review cycle for advancement/promotion. CERs must be submitted by the deadline for Expanded Review cases. A CER may not be initiated during the year of a deferral.

Possible justification for a CER may include, but is not limited to, the following: 1) the rank/step was inappropriately low at the time of initial hiring and in consequence the faculty member is currently placed too low on the ladder; 2) the outcome of one or more prior personnel actions has had a negative effect on subsequent personnel reviews, and in consequence the faculty member is currently placed significantly lower on the ladder than achievements would dictate; 3) specific works and contributions have been overlooked or undervalued by the department or other reviewing agencies and in consequence the faculty member is currently placed considerably lower on the ladder than merited by the record; 4) the faculty member's cumulative record warrants placement markedly higher on the academic ladder.

A CER may be initiated in the following ways:

1. A CER may be requested by an individual faculty member through their Department. The Department may also initiate a CER on behalf of an individual faculty member. A CER case must be initiated outside of the candidate's normative merit review cycle. The Department must include a letter that identifies the justification for the reevaluation and provides solid evidence, documentation, and analysis to support the justifying reason. It must state the specific rank and step to which they believe the faculty member should be

advanced alongside the results of the departmental vote. The CER case will then be forwarded to the Dean and continue through a normal review process for an Expanded Review case.

2. A CER may be requested by an individual faculty member through the Dean, outside of the candidate's normative review cycle. The request in such cases will be treated as confidential. The Dean will inform the Associate Vice Chancellor for Academic Personnel of the request for review. The Dean will then form a confidential ad hoc committee to oversee the assembly of materials for a career review. The Dean will also ensure that all appropriate procedures concerning safeguards and access occur as outlined in the Red Binder. The committee will include members of the School or Division, and at the Dean's discretion may contain members of the Department and/or representatives from outside the School or from other UC campuses. The committee may request additional information from the candidate. The committee will provide an analysis of the CER equivalent in depth to that of a Department letter. The ad hoc committee's dossier, and their letter analyzing the CER case, will be forwarded to the department for consideration, analysis, and vote. The CER case will then be forwarded to the Dean and continue through a normal review process for an Expanded Review case.
3. During the course of a normal personnel review, a Dean, CAP or the Associate Vice Chancellor for Academic personnel may recommend a CER in the following year, outside of the candidate's normative review cycle. A letter will be sent from the Associate Vice Chancellor to the faculty member informing the faculty member that a reviewing agency has recommended a CER. If the faculty member wishes to be considered for a CER, the review may be initiated via either of the two procedures listed above.

Any CER that requires review for promotion, or merit to Professor Above Scale must contain extramural letters. The agency preparing the CER will be responsible for solicitation of such letters.

Should the outcome of a CER result in an adjustment in rank or step, the off-scale will remain unchanged. A final decision for an adjustment in rank and/or step will occur effective the next July 1. No retroactive action will be approved.