

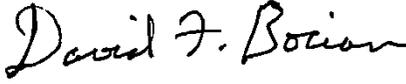


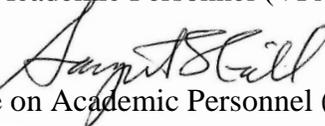
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December 4, 2012

To: Deans

From: David F. Bocian 
Vice Provost for Academic Personnel (VPAP)

Sarjeet S. Gill 
Chair, Committee on Academic Personnel (CAP)

Re: 2012-2013AY CALL Publications for Promotion to Tenure Files

At the request of CAP, publications for all Promotion to Tenure Files (including non-7th year cases) must be forwarded with review files.

For review files that are submitted via **eFile**, users have the benefit of readily including a PDF of publications and a link to view creative activity such as images or video. Hard-copy publications do not need to be forwarded if links are included in the eFile.

For **paper** files, hard-copy publications must be forwarded with the file.

For all other actions, the CALL guidelines remain in effect: "Hard-copy publications should not be forwarded with the file unless requested during the review process. eFile users have the benefit of readily including a PDF of publications and are encouraged to do so. Additionally, if applicable, a link to view creative activity such as images or video is also encouraged."

Thank you for your cooperation.

Cc: Deans' Academic Personnel Staff
Academic Personnel Office
Cindy Palmer, Academic Senate Executive Director
Genie Mulari, CAP Analyst