

Summary of Changes to the CALL

Overall

The CALL will be an electronic document much like the Faculty Hiring Toolkit. It will be available in a document format with hyperlinks. Any areas of redundancy have been removed, as have any direct quotes taken from the APM or other source. Instead, links have been placed in the document so that readers can go directly to that source. The “CALL” provides guidelines and checklists for academic review of senate faculty. No other procedures will be used at UCR. Separate CALLs, for non-senate academic appointees, will be posted on the AP website soon.

Schedule

Has been adjusted so that only Promotions to Tenure and Advancement to Professor Above-Scale have action specific due dates. All other actions will be included in the total expected by a department and college with 25% of all files from a department due to the Dean in Nov, 25% due in Dec, 25% due in January and the final 25% due to the Dean in February. By February 22 all files should be into the Deans and all files forwarded by the Deans office to APO by April 4th.

ByLaw 55 & Departmental Voting

Link to the Bylaw has been inserted as has a due date for submission of departmental voting policies. Language has been included to explain that departments need not re-vote on voting policies every year.

Review Criteria

Added language relating to diversity and graduate student instruction

Procedures Before the Personnel Review File is Assembled

Text was moved here from an area where it was not applicable.

Procedures During Departmental Review

Added language which states that any rank/step requested by the candidate must be voted on.

Procedures After Departmental Recommendation is Determined

Clarified the process for notifying voting faculty of a candidate's response to the department letter.

Additional information solicited during review

Clarified that the VPAP may also request additional information.

Career Review

Clarified that any rank/step requested by the candidate must be voted on.

Final Authority-clarified for all actions

Promotion

Moved text from another area of the call to this section. The text was part of the deferral section but is applicable to the promotion section.

Departmental Ad hoc reports

Added text advising departments that if they chose to use internal ad hocs, that they must develop internal ad hoc procedures, keeping in mind that internal ad hoc reports are not part of the file and may not be forwarded.

Difference List

Added language to emphasize that submitted items are optional and are not “counted”.

Excluded abstracts and reports from requiring contribution statements.

Added a header to the Diff List to state the review period at the top of the document.

For example, the top of the page would state:

Difference List for ...

Review period – 2 years following lateral promotion – 7/1/05 to 9/30/07

Current Bibliography

The current bibliography will be forwarded with each file

Letters from other Departments/Programs/Institutes/Centers

Letter length has been increased from one page to two pages

Procedural Safeguard Form (B-1)

Removed areas asking for initial and dates. Modified the entire form.

Checklist

Modified checklists

Teaching Load Data Form

Added language to ask that dept letters be more explicit in discussing the role of the candidate on graduate committees.

In addition, the TLD will now only include courses taught since last advance (the current TLD asks for the last 3 years, regardless of time since last advance)

Graduate Student Instruction

Added verbiage about grad student instruction in the review criteria section

Ad Hocs

Promotion to tenure ad hocs may now be 3 or 4 members

Ad hoc appointment procedures clarified