

DEANS
DEPARTMENT CHAIRS

April 8, 2005

Dear Colleagues:

Re: [Career Equity Review Guidelines](#)

I am issuing revised guidelines for the [career equity review \(CER\) process](#), a list of "[frequently asked questions](#)," and an [authorization form to use to request a CER](#). These guidelines replace the April 2002 Merit Equity Review Process Guidelines and are effective immediately so that faculty may apply for a CER for the next review cycle for actions effective July 1, 2006.

Highlights of the differences from the original merit equity process include:

- Creation of career advisors appointed by the Academic Senate to advise those who wish to apply for a CER
- Inclusion of the CER request in the review file so that all reviewers will understand what part of the record the candidate believes may warrant recalibration or may have been overlooked, undervalued, or had a delayed impact.
- Provision for the dean to be able to appoint a confidential ad hoc committee appointed by the dean to prepare the review file and make recommendations. Some faculty continue to express the need for a process for their review to be conducted outside of the department. The merit equity process allowed the dean to prepare the review, however, this was found to be difficult given the dean's commitments. The career equity process permits the dean to appoint an ad hoc committee to conduct the initial review. This preserves the candidate's ability to go outside of the department and allows the dean to use other expert faculty to do the review. Due to concerns about divisional workload, AHR will provide staff support for the dean's ad hoc committees.
- Simplification of the eligibility for a CER review so that tenured ladder rank faculty are eligible once at the associate professor rank, once at the professor rank prior to advancement to professor, step 6, and once after advancement to professor, step 6 up to professor above-scale.

It is important to have an avenue for faculty to raise concerns about career equity and we will continue to refine the procedures as the campus gains experience with these reviews. Please have department managers forward these procedures to your faculty. Questions may be directed to Faculty Assistant Sandra Chung at schung@ucsc.edu or Assistant Vice Chancellor Barbara Brogan at bjbrogan@ucsc.edu or (831) 459-4300.

Sincerely,

David S. Kliger
Interim Campus Provost and
Executive Vice Chancellor

Enclosure

cc: Assistant Vice Chancellor Brogan
Faculty Assistant Chung

Chancellor Denton
Senate Chair Galloway
Interim Labor Relations Manager Purcell
Committee On Academic Personnel
Division Coordinators
Department Managers