Frequently asked questions about the career equity review process (CER):

1. **Is the career equity review process intended to rectify market considerations?**
   
   I believe that people in my department are underpaid relative to people in the equivalent department on another UC campus.
   
   I believe that people in my division are underpaid relative to people in other divisions at UCSC.
   
   Is the career equity process for those situations?

   No. The goal is to correct inequities in the application of merit and promotion review criteria that may have arisen over time. The process was not developed to address inter-disciplinary differences in pay, which often reflect market considerations and other factors. The process was developed to address possible rank/step inequities in the application of the criteria at UCSC within the same or similar discipline(s).

2. **How do I begin a career equity review?**

   CERs are normally timed to coincide with major reviews such as promotion to Professor or advancement to Step 6 or Above Scale. You must submit a [CER request form](#) to either your department chair or dean by May 15 of the year prior to the review. The request should include a statement of no more than two pages that identifies how the record has been undervalued and the rank and step you believe is appropriate.

3. **When must I turn in my review materials?**

   You must turn in review materials by the same deadline established for other faculty reviews-- the first day of fall quarter or the earlier deadline set by your department.

4. **If I choose to submit a request for career equity review to the dean, will my department know if the dean’s ad hoc committee recommends that no action be taken?**

   No. The department will not be informed of a CER request made to the dean. If you request that the dean form an ad hoc committee for your review, only you will be given a redacted copy of the ad hoc committee’s report on whether to proceed with a CER and its recommendation for your rank and step. If the department is conducting a regular review while the dean’s ad hoc committee is conducting the CER, the dean will hold the regular review at the dean’s level. You decide whether to forward the dean’s ad hoc committee recommendation to the department to continue the CER; in that case, the CER will be forwarded to the department for consideration. Alternatively, you might decide to continue your regular review without the CER.

5. **What is the review period for a career equity review?**

   It is your entire career, with more weight on the evidence since your appointment to UCSC.

6. **What is the difference between a merit equity review and a career equity review?**

   A merit equity review involved consideration by a screening committee to determine whether further review was warranted. You had to have applied for the merit equity review by June 10, 2002 for consideration during 2002-03, and by June 16, 2003 for consideration during 2003-04. The merit equity review process is no longer available and is replaced by a career equity review process.
A career equity review will be available for reviews effective July 1, 2006. Unlike the merit equity review process, there will be no preliminary review by a screening committee. Faculty members must inform their departments or dean that they want a career equity review no later than May 15 of the year prior to the review. For example, for 2005-06 reviews effective July 1, 2006, the deadline will be May 15, 2005.

7. Can my record of accomplishments completed prior to joining the UCSC faculty be considered?

Yes, although more weight will be given to the record since joining UCSC as a ladder rank faculty member.

8. Can my accomplishments completed at an earlier rank be considered? For example, I am coming up for review for promotion to full professor. Can what I did as an Assistant Professor at UCSC be considered?

Yes, all of your record since joining UCSC as a ladder rank faculty member can be considered.

9. Can my rank/step/salary be lowered as a result of a career equity or career review?

No.

10. Can the dean solicit advice on the selection of the ad hoc committee from colleagues from the candidate’s discipline at UCSC and other universities?

Yes, if you submit a CER request to the dean, the dean will form an ad hoc committee for your review. The dean might not be expert in your specific field and may need to confer with experts to identify appropriate ad hoc committee members. You may identify people who you think might not be objective as you can do in any personnel review.

11. Does the candidate know the identity of the dean’s ad hoc committee? Does the department?

Neither the department nor the candidate knows the identity of the dean’s ad hoc committee.

12. Does the department know that a candidate has requested a CER from the dean?

No. The department will only know of a request submitted to the dean for a CER if the candidate decides to proceed with the CER after the dean’s ad hoc committee completes its report.

13. Can a faculty member request a CER review at any time even if she or he is not on the CALL?

It depends. CERs are best timed to coincide with major actions: promotion to Professor or advancement to Step 6 or Above Scale. A faculty member could request a CER as well as a major action as long as the eligibility requirements are met. The faculty member might not be on the CALL for the major action, and could request the major action and CER, or request only the CER if the eligibility requirements have been met. A faculty member may request at most one CER at the
associate professor rank, at most one CER at the rank of professor, steps 1 through 5, and at most one CER at the rank of professor, steps 6 through 9.

14. Since the decision to forward the CER portion of the review after the department or dean’s ad hoc evaluation rests with the candidate, what happens to the rest of the review if the candidate decides not to continue the CER?

The rest of the review proceeds normally. In that case the department will have to base its recommendation only on the review period for the regular action rather than the entire career.

15. If I have already had a merit equity review can I now apply for a CER?

Earlier merit equity reviews will count toward eligibility for a CER. A CER may be requested once at the associate professor rank, once at the full professor rank prior to advancement to professor, step 6, and once after advancement to professor, step 6, until advancement to professor, above scale. Professors, above scale, are not eligible for a CER.

16. Who can give me advice on whether I have a possible case for a career equity review?

The Academic Senate will appoint career advisors who can provide advice on career equity reviews.