

March 19, 2009

COLLEGE PROVOSTS  
DEANS  
DEPARTMENT CHAIRS  
DIRECTORS

Dear Colleagues:

**RE: Issuance of Revised CAPM 506.235 – Acting Professor Series: Appointment and Regularization**

I am pleased to issue revised Campus Academic Personnel Policy 506.235 – Acting Professor Series: Appointment and Regularization, effective April 1, 2009. This revised policy does not apply to those appointments made to the Acting Professor series prior to the campus effective date.

The revisions to CAPM 506.235 were intended to clarify: the exclusive situations where use of the "Acting" prefix is permissible on our campus; when Acting Associate Professors or Acting Professors awaiting lawful permanent residency status are eligible for regularization; and the limitations on terms of service for all titles in the Acting Professor series.

In addition, CAPM 506.235 now mandates that the review for regularization of all Acting Associate Professors and Acting Professors whose tenure is conditional upon evidence of successful teaching must be joined with a reappointment/merit review, and that for these regularizations, authority rests with the Campus Provost/ Executive Vice Chancellor, following review by the Committee on Academic Personnel.

The revised policy is available on the Academic Personnel Office website under the Academic Policies and Procedures page at: [http://apo.ucsc.edu/academic\\_policies\\_and\\_procedures/cappm/506.235.htm](http://apo.ucsc.edu/academic_policies_and_procedures/cappm/506.235.htm). The revised Document Inventory for Regularization for use with the Acting Professor Series is also now available on the Academic Personnel Office website, on the Academic Review Resources webpage at: [http://apo.ucsc.edu/forms\\_and\\_data/forms\\_and\\_data.htm](http://apo.ucsc.edu/forms_and_data/forms_and_data.htm).

If you have any questions about this revised policy, please contact your Academic Personnel Analyst..

Sincerely,



David S. Kliger  
Campus Provost and  
Executive Vice Chancellor

cc: Chancellor Blumenthal  
Faculty Assistant to the EVC Chung  
Vice Provost for Academic Affairs Galloway  
Vice Provost and Dean Ladusaw  
Assistant Vice Chancellor Peterson  
Labor Relations Manager Purcell  
Vice Provost and Dean Sloan  
University Librarian Steel  
Academic Senate Chair Williams  
Academic Senate Office

Administrative Records Office  
APO Analysts  
Assistants to College Provosts  
Assistants to Directors  
Department and Program Managers  
Divisional Academic Personnel Coordinators