

February 25, 2008

ACTING DEAN ISAACSON
DEAN KAMIENIECKI
ACTING DEAN MORSE
DEAN THORSETT
DEAN VAN DEN ABEELE

Re: Forwarding Publications with All Senate Faculty Review Files

Dear Colleagues:

Effective immediately, the current membership of the Senate Committee on Academic Personnel (CAP) is requesting that all Senate faculty personnel review files submitted to CAP be accompanied by the publications that were submitted by the candidate to the department for consideration. This includes files for merit or reappointment actions. We are aware that forwarding publications beyond the department for merit or reappointment actions is optional under campus policy; however, it is the consensus of the current CAP that review of actual publications is important for all personnel review actions. Divisions will be notified of any files submitted to CAP without publications, and review of those files will be held until the publications are received. This request is in effect for the remainder of the 2007-08 academic year.

Thank you for working with your departments and divisional academic personnel coordinators to assure that all publications submitted by the candidate accompany the personnel review files.

Sincerely,

Barry Bowman, Chair
Committee on Academic Personnel

cc: Campus Provost/Executive Vice Chancellor David Kliger
Assistant Vice Chancellor Pamela Peterson
Analyst Pamela Edwards
Department Chairs
Department Managers
Divisional Academic Personnel Coordinators

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