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Vice Provost for Academic Personnel

New Faculty Orientation
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Ladder Rank Structure

Rank	Step	Years at Step	
Assistant Professor	I	2	 <p>Review every 2 years Appraisal after 5th year Mandatory 7th year tenure review Overlapping steps = lateral promotion</p>
	II	2	
	III	2	
	IV	2	
	V	2 Overlapping steps	
	VI	2 Overlapping steps	
Associate Professor	I	2	 <p>Review every 2 or 3 years or deferral option Quinquennial Review (5 year mandatory review) Overlapping steps = lateral promotion</p>
	II	2	
	III	2	
	IV	3 Overlapping steps	
	V	3 Overlapping steps	
Professor	I	3	 <p>Review every 3 years or deferral option Open steps – no requirement for deferral Advancement to VI and A/S (A/S, "Distinguished Professor") Quinquennial Review (5 year mandatory review)</p>
	II	3	
	III	3	
	IV	3	
	V	Open step	
	VI	Open step	
	VII	Open step	
	VIII	Open step	
	IX	Open step	
	A/S	Open step	

Types of Review

- **Merit** (accomplishments since last advance)
- **5th Year Appraisal** (progress towards tenure)
- **Promotion to Tenure** (entire record)
- **Promotion to Professor** (record since tenure)
- **Advancement to Professor VI or A/S** (career reviews)
- **Career Review** (optional-for tenured faculty only)
- **Quinquennial Review** (5 year mandatory review)
- **Deferral** (eligible to advance but choose not to-for tenured faculty only)

Levels of Review

- **Merits** – Outcomes: Approved, Denied
 - Department Recommendation / Chair
 - Decanal Review
 - Senate Committee on Academic Personnel (CAP) Review
 - Vice Provost for Academic Personnel (VPAP) Review
 - Executive Vice Chancellor & Provost (EVCP) Final Decision
- **5th Year Appraisal** – Outcomes, without salary: Positive, Qualified Positive, Negative
 - Department Recommendation / Chair
 - Decanal Review
 - CAP Review
 - VPAP Final Decision

Levels of Review

- Promotions – Outcomes: Approved, Denied
 - Extramural Reviewers
 - Department Recommendation / Chair
 - Ad Hoc Review (tenure only)
 - Decanal Review
 - CAP Review
 - VPAP / EVCP Review
 - Chancellor Final Decision
- Advancement (To VI or A/S) – Outcomes: Approved, Denied
 - Extramural Reviewers
 - Department Recommendation / Chair
 - Ad Hoc Review (A/S only)
 - Decanal Review
 - CAP Review
 - VPAP / EVCP Review
 - EVCP Final Decision on Step VI
 - Chancellor Final Decision on A/S

Levels of Review

- **Career Review** – Outcomes: Step movement, Rank movement, No movement
 - Extramural Reviewers
 - Department Recommendation / Chair
 - Decanal Review
 - CAP Review
 - VPAP / EVCP review
 - EVCP Final Decision for Step Movement
 - Chancellor Final Decision for Rank Movement or to A/S
- **Quinquennial Review** – Outcomes, without salary: Satisfactory, Unsatisfactory
 - Department Recommendation / Chair
 - Decanal Review
 - CAP Review
 - VPAP Final Decision

CAP Role

- Committee of the Academic Senate
 - 10 members / Quorum is 6
 - Members appointed by Committee on Committees
- Advisory to Administration
- Equitable Application of Academic Personnel Manual (APM) 210, 220
- Adherence to additional guidelines defined in the CALL and By Law 55

APM 210

- Review Criteria
 - Teaching
 - Research & Other Creative Work
 - Professional Activity
 - University & Public Service

The APM is a UC document.

The Call

APM 220--80C: “Each campus shall develop guidelines and checklists to instruct chairs about their duties and responsibilities in connection with personnel reviews.”

This administrative document describes the review process implementation at UCR

This is a UC-Riverside document maintained by the Academic Personnel Office.

Helpful Link

Academic Personnel:

<http://academicpersonnel.ucr.edu/>