

## Archived Messages

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| Date    | Nov 21 2006 12:00:00 AM                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| Sender  | Jan de Vries, Vice Provost- Academic Affairs & Faculty Welfare                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| To      | Deans, Department Chairs                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Subject | Publications for Academic Reviews                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Message | <p>DEANS AND DEPARTMENT CHAIRS:</p> <p>As part of the continuing effort to streamline the academic personnel process, I am pleased to advise you that publications will no longer be routinely required in cases for advancement to Professor Steps VII, VIII, and IX and advancements within Above-Scale. Further, for the reviews for Step VI and advancement to Above-Scale status, we will no longer request only those publications since the last review, but request that the candidate select the most important research contributions completed since the last "career review". Ordinarily, this should not exceed five items. These changes are effective for July 1, 2007, reviews. However, as with all reviews, the BC reserves the right to request additional information, including copies of publications, and will expect that the departments will be able to respond to requests for publications within 2-3 days.</p> <p>I am also pleased to advise you that you may now submit publications in electronic format for cases where it is practicable. For example, articles that appear in on-line journals or which are available in PDF format may be downloaded to a CD for submission. Alternatively, a faculty member may have a place on his/her website with links to the articles and the URL to this site is provided as part of the case. However, campus reviewers must be able to access these materials easily, i.e. they cannot be available only on websites which are password protected. Should there be any problems accessing materials in readable form, departments may be asked to submit hard copies.</p> <p>We acknowledge that electronic formats are not the norm in some disciplines and that departments will need to continue to submit hard copies of the materials. However, in the interest of streamlining further, we request that, where practicable, hard copies of the publications which are sent to the Academic Personnel Office be photocopies only. This includes copies of reprints, chapters of books, etc. In many cases, this will eliminate the need for staff resources to handle the return the publications to the faculty at the end of the review.</p> <p>Any questions regarding these changes can be directed to the Academic Personnel Office at <a href="mailto:Appolicy@berkeley.edu">Appolicy@berkeley.edu</a>.</p> <p>Jan de Vries<br/>Vice Provost for Academic Affairs<br/>and Faculty Welfare</p> |

