In order to declare and implement clearly and effectively the rights of academic appointees in relation to the academic personnel process and records, the following rights are set forth:

a. The right that the University maintain records containing information pertaining to individuals only to the extent necessary and relevant for official University purposes.

b. The right to privacy with respect to such records maintained by the University.

c. The right to have access to non-confidential documents in such records, and the right to obtain a redacted copy of confidential academic review records. (See APM - 160-20-b and c).

d. The right to request corrections of fact or deletions of errors in fact in such records and to make additions to such records.

e. The right of individuals to contribute meaningfully to the review process in academic personnel actions affecting them.

f. The right that final administrative decisions concerning appointment, promotion, merit increase, appraisal, reappointment, nonreappointment, and terminal appointment be based solely upon relevant materials contained in individuals’ personnel review files.

g. The right to have safeguards in the academic personnel process, including an effective grievance mechanism, which will provide opportunity for inquiry into alleged procedural improprieties in that process.