



OFFICE OF THE PROVOST AND EXECUTIVE VICE PRESIDENT
ACADEMIC AFFAIRS

OFFICE OF THE PRESIDENT
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March 25, 2024

CHANCELLORS
ACADEMIC COUNCIL CHAIR JAMES STEINTRAGER
LABORATORY DIRECTOR MICHAEL WITHERELL
ANR VICE PRESIDENT GLENDA HUMISTON

Re: Issuance of Revisions to Academic Personnel Manual (APM) Section 210, Review and Appraisal Committees

Dear Colleagues:

I am formally issuing revised Academic Personnel Manual Section 210, Review and Appraisal Committees, effective March 25, 2024. The revised APM - 210 may be found online on the [Academic Personnel and Programs website](#),

Background

The Academic Council endorsed new and revised text on mentoring that was recommended by the University Committee on Academic Personnel (UCAP). This included new language concerning the consideration of mentoring in the review process for the Professor, Professor of Clinical (*e.g.*, *Medicine*), Health Sciences Clinical Professor, and Lecturer with Security of Employment series. UCAP worked closely with the Coordinating Committee on Graduate Affairs (CCGA) on the proposed revisions and received feedback from the University Committee on Affirmative Action, Diversity, and Equity (UCAADE) and the University Committee on Academic Freedom (UCAF).

The Council of University Librarians (CoUL) endorsed new and revised text on the recognition of contributions to diversity, equity, inclusion, and belonging in the academic personnel process for the Librarian Series. The recommended text was developed by a CoUL-charged management working group. CoUL's Administrative Services Advisory Group was represented on the working group.

My office distributed the initial revisions to APM - 210 for management consultation from February 23, 2023, to March 24, 2023. After reviewing and analyzing the comments received during management consultation, my office distributed APM - 210 for systemwide review from April 24, 2023, to July 31, 2023.

Summarized below are the key policy revisions.

Key Policy Revisions

The approved revisions include substantive changes to the following APM - 210 sections:

- 210-1 Instructions to Review Committees That Advise on Actions Concerning Appointees in the Professor and Corresponding Series;
- 210-2 Instructions to Review Committees That Advise on Actions Concerning the Professor of Clinical (*e.g., Medicine*) Series;
- 210-3 Instructions to Review Committees That Advise on Actions Concerning the Lecturer with Security of Employment Series;
- 210-4 Instructions to Review Committees That Advise on the Appointment, Merit Increase, Promotion, Career Status Actions for Members of Librarian Series;
- 210-6 Instructions to Review Committees That Advise on Actions Concerning the Health Sciences Clinical Professor Series.

These changes include:

- **Addition of language concerning the consideration of mentoring to criteria and assessment:** The policy revisions include additional language concerning the consideration of mentoring, as a component of teaching and as a form of service, to criteria and assessment for the Professor, Professor of Clinical (*e.g., Medicine*), Lecturer with Security of Employment, and Health Sciences Clinical Professor Series. The revised language clarifies that mentoring is a component of teaching, that it is not a separate criterion or a requirement for advancement, and that it does not replace the provision of formal instruction or intensive tutorial instruction. The revised language also clarifies that while mentoring alone generally does not satisfy the requirement for University and public service, certain mentoring activities could be documented as service.
- **Revisions to text on evaluation and evidence of teaching and mentoring effectiveness:** The policy revisions include additional language concerning the evaluation and evidence of teaching and mentoring effectiveness for the Professor, Professor of Clinical (*e.g., Medicine*), Lecturer with Security of Employment, and Health Sciences Clinical Professor Series. Campuses are responsible for developing local guidelines for evaluating mentoring and sharing these guidelines with candidates and reviewing bodies.
- **Modification of existing language regarding contributions to diversity, equal opportunity, and equal access to education to reflect recognition of contributions to diversity, equity, inclusion, and belonging:** This revision has been approved in sections of the policy relevant to the Professor, Professor of Clinical (*e.g., Medicine*), Lecturer with Security of Employment, Librarian, and Health Sciences Clinical Professor Series.
- **Recognition of contributions to diversity, equity, inclusion, and belonging in the review process for the Librarian Series:** The policy revisions include language recognizing contributions to diversity, equity, inclusion, and belonging in the review process for policy-covered librarians. The revised language clarifies that such contributions will be given due recognition in the academic review process, but that they are not a separate criterion or a requirement for advancement in the Librarian Series.

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In addition, APM section 210-5, Instructions to Review Committees that Advise on Actions Concerning Appointees in the Supervisor of Physical Education Series has been removed, as this title series has been discontinued and no appointees remain in the title. Appendix B, which expired on June 30, 2023, has also been removed. Appendix A has been moved to the end of the policy.

I wish to thank all those involved in the consultation regarding the revisions to this important APM policy. Your contributions are deeply appreciated.

Sincerely,



Katherine S. Newman
UC System Provost and
Executive Vice President for Academic Affairs

UC Berkeley Chancellor's Distinguished Professor
of Sociology & Public Policy

Enclosure

cc: President Drake
Executive Vice Chancellors/Provosts
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Executive Vice President Rubin
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Vice Provost Haynes
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