

Division of Social Sciences  
Academic Personnel

Review file deadlines for actions effective **July 1, 2019** (AY: 2018-2019)

Review files must be submitted to the Divisional Dean's AP Office on or before the following deadlines:

**Friday, October 5, 2018**

Requests for first deferral of academic review (Dean's Authority)  
Requests for second consecutive deferral of academic review (EVC Authority)

**Friday, November 2, 2018**

Consecutive no-change actions requiring campus review  
Actions for non-salaried appointees requiring campus review  
Contested no-change actions  
Appraisals  
Reappointments/merit actions requiring campus review  
Advancements within Above Scale

**Monday, December 3, 2018**

Accelerated merit advancements  
Accelerated advancements within Above Scale  
New bonus off-scale salary components proposed by Departments  
Contested merit actions  
Termination decisions/Requests for reconsideration of termination decisions\*

**Friday, January 18, 2019**

Promotions (career review)  
Advancements to/through Step VI (career review)  
Advancements to Above Scale (career review)

**Friday, February 15, 2019**

Actions that include a Career *Equity* Review (CER)  
Completed review action for which deans have authority

\*Per PPM 230-220-82.e Reconsideration of a terminal notice must be received in APS no later than February 15 of the terminal year.

**Initial Continuing Status and Continuing Appointments (Unit 18):**

Per Article 7b of the MOU between the Lecturers Unit (IX) and UC the excellence review and determination of instructional need shall be conducted in the academic year in which the **18<sup>th</sup> quarter** of service occurs and shall be complete prior to the commencement of the **19<sup>th</sup> quarter** of service.

**RECRUITMENT FILES**

Recruitment of faculty from other UC campuses must be completed by April 1, 2019 (APM 510

<http://www.ucop.edu/academic-personnel/files/apm/apm-510.pdf>)

Recruitment of faculty from AAU institutions must be completed by April 30, 2019 (APM 500

<http://www.ucop.edu/academic-personnel/files/apm/apm-500.pdf>)

A list of current AAU institutions can be found here: <http://www.aau.edu/about/default.aspx?id=5476>