General Announcements

1. New version of PPM 230-20 and 28 up - includes Prof of Practice.
   230-28 On Page 15, Item F.

2. New Authority Charts published in August (8/16/12)
   http://academicaffairs.ucsd.edu/_files/aps/docs/AuthRevChart.pdf

3. New AP Online eligible files to be announced first week of October.

4. New Faculty Equity Adviser: Pam Cosman

5. Mini Bios/Pics/Mentors due 9/21

6. Recruitment Short ads
   Sample:

   The UCSD Jacobs School invites applications from faculty candidates (associate level preferred, but all levels will be considered) who demonstrate the highest standards of scholarship and professional activity in a research area in any of our six engineering departments (www.jacobsschool.ucsd.edu/academic/departments.shtml), combined with a strong demonstrated commitment to diversity efforts (www.jacobsschool.ucsd.edu/diversity/). Review of applications will start October 1, 2012 until filled. For further information, please see http://academicaffairs.ucsd.edu/aps/adeo/recruitment/jobdetails.asp?PositionNumber=10-483. Apply at: https://apol-recruit.ucsd.edu/apply/JPF00246.

   UCSD is an equal opportunity / affirmative action employer.

7. Last Year's Recruitments
   *Issues Reference Letters
   *14 yes +2 likely yes
8. Jacobs School Recruitment Updates for 2012-13
   *Departmental
   *School Wide (1 candidate per department)
   *Campus [http://www.jacobsschool.ucsd.edu/aeri/](http://www.jacobsschool.ucsd.edu/aeri/)


10. APM 025 update and reminder (and update on form)

11. Change your Password

12. Fall AP Contacts Meeting 10/5 The Dolores Huerta/Philip Vera Cruz room (below the LGBT Center)

13. AP Specific Trainings
   ACADEMIC PERSONNEL: ACADEMIC LEAVES & FAMILY ACCOMMODATIONS
   ACADEMIC PERSONNEL: ACADEMIC RECRUITMENT
   ACADEMIC PERSONNEL: AP ON-LINE REVIEW - ADVANCED
   ACADEMIC PERSONNEL: AP ON-LINE REVIEW - BASIC
   ACADEMIC PERSONNEL: INTRODUCTION TO ACADEMIC EMPLOYEE RELATIONS
   ACADEMIC PERSONNEL: INTRODUCTION TO ACADEMIC PERSONNEL
   ACADEMIC PERSONNEL: INTRODUCTION TO AP ON-LINE RECRUIT
   ACADEMIC PERSONNEL: PREPARING THE BIOBIB
   ACADEMIC PERSONNEL: THE ACADEMIC APPOINTMENT PROCESS
   ACADEMIC PERSONNEL: THE ACADEMIC REVIEW PROCESS
   NON-SENATE INSTRUCTIONAL UNIT OVERVIEW & KEY CONTRACT CHANGES

14. Juan Lasheras – Acting Dean – 10/01/12 – 12/31/12

15. No Paper files

**Discussion Items**

16. Addressing teaching deficiencies in files

17. Electronic Pubs Pilot Project

18. Shared Department Review files
   *Each department reviews for their own criteria and makes recommendation based on contributions to the department. The two departments recommendations have nothing to do with each other. Discrepancies, call Dean's Office - CAP ultimately decides.
   *Reminder to update BioBibs for people that were newly appointed at the last review
   *Sample BioBib formatting.

20. JSOE AP Website Re-Design – See Handout
   *Revisit List of Topics
   *Still plan to roll out in October

Questions Comments: