May 10, 1991

DEANS, DIRECTORS, DEPARTMENT CHAIRS AND ADMINISTRATIVE OFFICERS

In order that faculty whose teaching is truly exceptional in quality and quantity receive recognition for their efforts and to encourage others to match their performance, the Administration and the Academic Senate of the Berkeley campus announces that, beginning with merit increases effective July 1, 1992, Senate members are eligible for a one-step, one-time advancement for significantly increased teaching of high excellence at the undergraduate level.

Departments proposing such advancements must document the teaching in detail. Relevant criteria are described in the Office of Educational Development's Sourcebook for Evaluating Teaching, in Appendix 1 of the Academic Personnel Guide, and in Section 210-1d(1) of the Academic Personnel Manual. A few limitations apply: the teaching activity to be rewarded must exceed the Department's usual duty; the advancement applies primarily to full professors up to Step V, to associate professors by exception, and to assistant professors not at all. The reason for the partial exclusion of associate, and the full exclusion of assistant professors is that holders of these appointments need to develop their abilities in all areas of review.

The policy does not apply to promotions.

L. Heilbron
The Vice Chancellor

[Signature]

Thomas O. Sloane
Chair, Committee on Budget and Interdepartmental Relations