• **Academic Review Process** – Guidelines for the Review Process to assist Chairs and faculty are located here.

• **CAP – Frequently Asked Questions (FAQ)** – The evaluative procedures used by CAP are summarized in a series of questions and answers.

• **CAP Notes on Procedures** – Contains much of the same information in the CAP FAQ, less detailed, and in narrative format.

• **Advancement and Promotion Handbook** – A handbook of advice for tenure-track and tenured faculty.
Academic Personnel Online Resources
(www.ap.uci.edu)

- **AP Procedures (APP)** – The Academic Personnel Procedures are the campus policy.
- **Quick Guide to AP Policies & Procedures** – A list of UC and UCI policies, procedures and websites.
- **Family Friendly Resources** – Family friendly policies for faculty and other academic appointees.
Academic Personnel Online Resources
(www.ap.uci.edu)

- Academic Personnel Online Systems:
  - myData
  - Recruit
  - Review

- Academic Personnel Forms
Review Profile from myData

Online faculty database which assists faculty to track teaching, research and service activities.

- Senate faculty are required to submit a Review Profile report with their dossier
AP Review

A system which routes academic personnel files electronically.

- Routes the file electronically, from uploading file preparation documents to final decision notification
- Enables candidates and all reviewers to review the file in a bundled PDF online (via secure login), with bookmark functionality to locate documents easily
- Provides system generated email notifications to users, prompting them to take action
- Creates and processes Candidate certifications electronically
- Creates a transparent tracking system of the movement of the file
- Provides access to records
Websites

- Merit and Promotion File Documentation for Academic Senate Titles - http://www.ap.uci.edu/APP/3-60_meritdoc.html
- UCI Advance Program – http://advance.uci.edu/