



OFFICE OF THE CHANCELLOR

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January 04, 2019

EXECUTIVE VICE CHANCELLOR
Academic Affairs
0001

SUBJECT: Delegation of Authority – Promotions and Appointments; Layoffs, Involuntary Reductions in Time, and Notices of Non-Reappointment; Specialist Series

REFERENCES: 1. [Academic Personnel Manual \(APM\) 137, General University Policy Regarding Academic Appointees/Non-Senate Appointees/Term Appointment](#)
2. [APM 145, General University Policy Regarding Academic Appointees/Non-Senate Appointees/Layoff and Involuntary Reduction in Time](#)
3. [UC San Diego Policy and Procedure Manual \(PPM\) 230-7, Non-Senate Appointees/Layoff and Involuntary Reduction in Time](#)
4. [APM 200, Appointment and Promotion/General](#)
5. [PPM 230-200, Appointment and Promotion/General](#)
6. [APM 205, Appointment and Promotion/Recall for Academic Appointees](#)
7. [PPM 230-205, Appointment and Promotion/Recall for Academic Appointees](#)
8. [APM 330, Appointment and Promotion/Specialist Series](#)
9. [PPM 230-330, Appointment and Promotion/Specialist Scientist Series](#)
10. [APM 355, Appointment and Promotion/Non-Salary Research Titles](#)
11. [PPM 230-355, Appointment and Promotion/Non-Salary Research Titles](#)

In accordance with the references above, I hereby delegate to the Executive Vice Chancellor for Academic Affairs, authority for the following academic personnel actions for appointees in the Specialist Series:

- a. appointment and promotion decisions, including the grant or denial of all academic review actions, and the associated salary actions, subject to the reservations provided in this letter;
- b. all layoffs and involuntary reductions in time for appointees; and
- c. decisions regarding the issuance of all Notices of Action of Non-reappointment for appointees with term appointments, in accordance with APM 137-32.c.

This delegation does not include the approval of Recall to Active Duty appointments at the Associate or Full level that qualify as exceptions to policy.

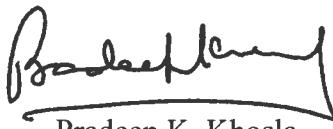
January 04, 2019

Page 2 of 2

With the approval of the Chancellor, the Executive Vice Chancellor may redelegate all or part of the authority delegated by this letter. Any redelegation must be in writing with a copy to the Chancellor and a copy to Policy and Records Administration.

All actions made pursuant to this delegation or any redelegation must be reported to the Chancellor's office within thirty days after taking action.

All prior delegations inconsistent with this delegation are hereby superseded and rescinded.



Pradeep K. Khosla
Chancellor

cc: Vice Chancellor for Health Sciences
Vice Chancellor for Marine Sciences
Vice Chancellor for Research Affairs
Dean, Arts & Humanities
Dean, Biological Sciences
Dean, Graduate Division
Dean, Graduate School of Global Policy and Strategy
Dean, Jacobs School of Engineering
Dean, Physical Sciences
Dean, Rady School of Management
Dean, School of Medicine
Dean, Skaggs School of Pharmacy and Pharmaceutical Sciences
Dean, Social Sciences
Policy and Records Administration



OFFICE OF THE EXECUTIVE VICE CHANCELLOR
ACADEMIC AFFAIRS

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January 31, 2019

DAVID BRENNER, VICE CHANCELLOR, HEALTH SCIENCES
MARGARET LEINEN, VICE CHANCELLOR, MARINE SCIENCES
SANDRA A. BROWN, VICE CHANCELLOR, RESEARCH AFFAIRS
CRISTINA DELLA COLETTA, DEAN, DIVISION OF ARTS AND HUMANITIES
KIT POGLIANO, DEAN, DIVISION OF BIOLOGICAL SCIENCES
PAUL K.L. YU, INTERIM DEAN OF GRADUATE STUDIES
PETER COWHEY, DEAN, SCHOOL OF GLOBAL POLICY & STRATEGY
ALBERT P. PISANO, DEAN, JACOBS SCHOOL OF ENGINEERING
STEVEN BOGGS, DEAN, DIVISION OF PHYSICAL SCIENCES
ROBERT S. SULLIVAN, DEAN, RADY SCHOOL OF MANAGEMENT
CAROL PADDEN, DEAN, DIVISION OF SOCIAL SCIENCES
MARY L. WALSHOK, DEAN, UNIVERSITY EXTENSION

SUBJECT: Delegation of Authority to Make Certain Academic Personnel Decisions; Specialist Series

REFERENCES:

1. [Academic Personnel Manual \(APM\) 137, General University Policy Regarding Academic Appointees/Non-Senate Appointees/Term Appointment](#)
2. [APM 145, General University Policy Regarding Academic Appointees/Non-Senate Appointees/Layoff and Involuntary Reduction in Time](#)
3. [UC San Diego Policy and Procedure Manual \(PPM\) 230-7, Non-Senate Appointees/Layoff and Involuntary Reduction in Time](#)
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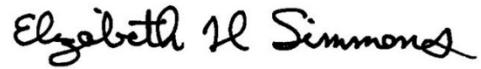
Dear Colleagues,

In accordance with Delegation of Authority UCSD DA3748, dated January 4, 2019, I hereby delegate to you, in your capacity as Vice Chancellor or Divisional Dean, the authority to make academic review decisions, as described in the attached *Delegation of Authority for Academic Review Actions – Specialist Series* chart, dated January 29, 2019. This chart lists the authority being given to you pursuant to this delegation. For reference, the chart also details the authority for actions being retained by the Chancellor and by me in my capacity as Executive Vice Chancellor, Academic Affairs.

All prior delegations inconsistent with this delegation are hereby superseded and rescinded.

Exercise of this authority requires you to report your decisions to the Executive Vice Chancellor of Academic Affairs within thirty days of making the decision. This delegation may be re-delegated with the prior approval of the Executive Vice Chancellor. Any re-delegations shall be in writing, with a copy provided to the Chancellor, the Executive Vice Chancellor, and Policy and Records Administration.

Sincerely,



Elizabeth H. Simmons
Executive Vice Chancellor

cc: Chancellor Khosla
Academic Senate Chair Horwitz
Senior Associate Vice Chancellor Continetti
Assistant Vice Chancellor Palmer
Assistant Vice Chancellor Owen
Associate Dean Hidalgo
Policy and Records Administration

Delegation of Authority for Academic Review Actions – Specialist Series (UCSD DA3753)

(Effective January 31, 2019)

ASSISTANT SPECIALIST

	General Campus Divisional Dean or Vice Chancellor for Research	Vice Chancellor for Marine Sciences	Vice Chancellor for Health Sciences	Executive Vice Chancellor for Academic Affairs	Chancellor
Appointment ²	A ^{4,5}	A	A		
Reappointment ²	A ^{4,5}	A	A		
Merit advancement ²	A ^{4,5}	A	A		
First no change ²	A ^{4,5}	A	A		
Consecutive no change ²	A ^{4,5}	A	A		
Merit advancement or no change with off-scale salary increase ²	A ^{4,5}	A	A		
Merit advancement or no change with off-scale salary requested as exception to policy ²	A ^{4,5}	A	A		
Accelerated merit advancement ²	A ^{4,5}	A	A		
Promotion ²	A ^{4,5}	A	A		
Promotion with acceleration ²	A ^{4,5}	A	A		
Visiting appointment ²	A ^{4,5}	A	A		
Layoff/Involuntary Reduction in Time ²	A ^{4,5}	A	A		
Notice of Non-Reappointment (following 8 or more years ≥ 50%) ^{2,3}	A ^{4,5}	A	A		

A = AUTHORITY

¹IF THERE IS DISAGREEMENT BETWEEN THE CANDIDATE, DEPARTMENT, OR REVIEWING ADMINISTRATOR (e.g., Dean or Vice Chancellor), EVC IS AUTHORITY²IF THE PROPOSED ACTION IS FOR A NEAR RELATIVE AS DEFINED IN [APM 520, EMPLOYMENT OF NEAR RELATIVES](#), EVC IS AUTHORITY³IF NOTICE OF NON-REAPPOINTMENT IS REQUIRED PURSUANT TO [APM 137 – NON-SENATE APPOINTEES/TERM APPOINTMENTS](#), THE DEAN OR VICE CHANCELLOR IS AUTHORITY FOR THE NOTICE OF ACTION OF NON-REAPPOINTMENT⁴IF THE PROPOSED ACTION IS FOR AN APPOINTEE IN A GENERAL CAMPUS DEPARTMENT, THE DIVISIONAL DEAN IS AUTHORITY⁵IF THE PROPOSED ACTION IS FOR AN APPOINTEE IN A GENERAL CAMPUS ORU, THE VICE CHANCELLOR FOR RESEARCH IS AUTHORITY

ASSOCIATE/FULL SPECIALIST

	General Campus Divisional Dean or Vice Chancellor for Research	Vice Chancellor for Marine Sciences	Vice Chancellor for Health Sciences	Executive Vice Chancellor for Academic Affairs	Chancellor
Appointment ²	A ^{4,5}	A	A		
Merit advancement ²	A ^{4,5}	A	A		
No change ²	A ^{4,5}	A	A		
Consecutive no change ²	A ^{4,5}	A	A		
Merit advancement or no change with off-scale salary increase (standard) ²	A ^{4,5}	A	A		
Merit advancement or no change with off-scale salary requested as exception to policy ²	A ^{4,5}	A	A		
Accelerated merit advancement ²	A ^{4,5}	A	A		
Promotion to Full Specialist ²	A ^{4,5}	A	A		
Merit advancement to Specialist, Step VI ²	A ^{4,5}	A	A		
Merit advancement to Specialist, Above Scale ²	A ^{4,5}	A	A		
Further above-scale merit advancement ²	A ^{4,5}	A	A		
Recall (standard)				A	
Recall as exception to policy					A
Visiting appointment ²	A ^{4,5}	A	A		
Layoff/Involuntary Reduction in Time ²	A ^{4,5}	A	A		
Notice of Non-Reappointment (following eight or more years at $\geq 50\%$) ^{2,3}	A ^{4,5}	A	A		

A = AUTHORITY

¹IF THERE IS DISAGREEMENT BETWEEN THE CANDIDATE, DEPARTMENT, OR REVIEWING ADMINISTRATOR (e.g., Dean or Vice Chancellor), EVC IS AUTHORITY²IF THE PROPOSED ACTION IS FOR A NEAR RELATIVE AS DEFINED IN [APM 520, EMPLOYMENT OF NEAR RELATIVES](#), EVC IS AUTHORITY³IF NOTICE OF NON-REAPPOINTMENT IS REQUIRED PURSUANT TO [APM 137 – NON-SENATE APPOINTEES/TERM APPOINTMENTS](#), THE DEAN OR VICE CHANCELLOR IS AUTHORITY FOR THE NOTICE OF ACTION OF NON-REAPPOINTMENT⁴IF THE PROPOSED ACTION IS FOR AN APPOINTEE IN A GENERAL CAMPUS DEPARTMENT, THE DIVISIONAL DEAN IS AUTHORITY⁵IF THE PROPOSED ACTION IS FOR AN APPOINTEE IN A GENERAL CAMPUS ORU, THE VICE CHANCELLOR FOR RESEARCH IS AUTHORITY