

November 21, 2023

CHAIR GALLAGHER, ACADEMIC SENATE  
ADJUNCT PROFESSORS  
DEANS  
DEPARTMENT CHAIRS  
SENATE FACULTY

**RE: Issuance of Revised Campus Academic Personnel Manual (CAPM) 512.280—Adjunct  
Professor Series**

Dear Colleagues:

I write to issue revised campus academic personnel policy 512.280, Adjunct Professor Series. The revised policy is effective immediately.

The proposed revisions were announced on April 1, 2022. The revisions streamline the review process by delegating authority to the deans for all appointment and advancement actions in the Adjunct Professor Series. Deans are also delegated authority to approve exceptions to policy allowing appointments at less than 50% FTE to be fully state (19900) funded. This authority may not be further redelegated.

Appointment and advancement in the Adjunct Professor series is based on merit and mirrors the criteria for the ladder rank Professor series, taking into account the nature of the flexible assignment of duties for each appointee, and is not based solely on funding availability. The Academic Personnel Office will provide me with an annual report of appointment and advancement actions approved by deans.

A proposed removal of CAP review requirements was not adopted, based on senate feedback. Adjunct series appointments and reviews will continue to require review by CAP.

Additional language and structure edits were made for clarity. A conforming change was also made to CAPM 803.620.F.

The updated policy is available online at <https://apo.ucsc.edu/policy/capm/512.280.html>.

Sincerely,



Lori Kletzer  
Campus Provost and  
Executive Vice Chancellor

Cc:

VPAA Lee  
Senate Director Mednick  
AVP McClintock, APO

Administrative Records  
Divisional Academic Personnel Coordinators  
Department Managers