

CHA 0035

April 17, 1995

Appointments in the Professional Research Series

DIRECTOR JUAN-VICENTE PALERM

UC MEXUS

RE: Delegation of Authority

As Director of UC MEXUS, you are hereby granted authority for purposes of appointments in the Professional Research Series at Assistant Research _____, Steps I and II.

The Academic Personnel Manual specifies that appointments to the Professional Research Series are to be of the same research competence and achievements as would be required for a professorial appointment. Files for candidates at Assistant Research _____, Step III and above will be the Chancellor's authority. Preparation of these files shall include extramural letters attesting to the candidate's research potential and accomplishments. The file should include sufficient explanation of the functions to be performed to assure the level proposed would not be one within the Postgraduate Research Series.

You are also granted authority for all normal merit increases in the Professional Research Series effective with the 1995-96 year. The merits should be reviewed during the published cycle and the announcements made at the same time that I make all other

announcements of advances--which is usually mid-May. After the announcements, please forward a copy of the merit review files for inclusion in our permanent files. Accelerated merits and promotions are the Chancellor's authority.

We can discuss these procedures at our leisure. In the meantime, please feel free to proceed with the appointment.

David H. Warren

Executive Vice Chancellor