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RESERVE COMMITTEE ON ACADEMIC PERSONNEL
ANNUAL REPORT
2022-2023

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TO THE MERCED DIVISION OF THE ACADEMIC SENATE:

The Reserve Committee on Academic Personnel (RCAP) is pleased to report on its activities for the academic year 2022-2023.

I. RCAP Membership
This year's RCAP members were Anne Kelley, Chair (School of Natural Sciences), Catalina Amuedo-Dorantes (School of Social Sciences, Humanities, and Arts), Gerardo Diaz (School of Engineering), Nella Van Dyke (School of Social Sciences, Humanities, and Arts), and Stefano Carpin (School of Engineering).

The RCAP analyst was Simrin Takhar.

II. RCAP Review of Academic Personnel Cases
RCAP is charged with reviewing personnel files of current CAP members, or those who termed off the committee in the preceding academic year, and appeals by faculty members.

Policies and Procedures
RCAP adheres to systemwide policies and procedures as described in the UC Academic Personnel Manual (APM). Policies and procedures not outlined in the APM, but practiced at other UC campuses, were generally observed at Merced.

The Merced Academic Personnel Policies & Procedures (MAPP) document is also a useful resource for faculty members, administrators and department chairs.

Review Process
RCAP's review process begins when the committee receives files from the Academic Personnel Office (APO), where they have been analyzed, vetted, and classified to facilitate further, efficient processing. The cases, as well as reviewer assignments, are distributed to the committee one week prior to RCAP's meeting and ensuing discussion of the files. One lead reviewer and one secondary reviewer are assigned to report on each case; however, all members are expected to read and discuss the files. Reviewer assignments are made according to members' areas of expertise. Reviewers serve not as advocates of their areas, but as representatives who act in the best long-term interests of the campus. Committee members who participate in a prior level of review for a file are recused from RCAP's respective review of the file.

If the RCAP lacks sufficient expertise in the faculty member's research area, the bylaws allow for the committee membership to temporarily expand to include external (UC) experts. This occurred in the review of the cases in AY 22-23.

Reports from the primary and secondary readers on cases are followed by a thorough committee discussion, all members are asked to give an opinion, as well as a vote on the proposed action. RCAP's quorum for all personnel actions is half plus one of its membership. After the meeting,

the RCAP analyst prepares draft reports on the dossiers. These reports are then distributed to the committee for review, consultation, and approval. The final version of the report is sent as a letter to the Executive Vice Chancellor/Provost (EVC/Provost), Vice Provost for Academic Personnel (VPAP), and APO. After the meeting, the RCAP chair meets with the EVC/Provost and VPAP to discuss the case. Decisions on actions are made by the EVC/Provost or the VPAP; RCAP only makes recommendations. If the EVC/Provost or VPAP determines that no further deliberation is necessary, RCAP's report is transmitted to the candidate's department.

For the vast majority of the cases, the above process ends RCAP's review of the file. The EVC/Provost or VPAP communicates with RCAP to discuss any disagreements with RCAP's recommendation on particular cases. This academic year, the EVC/Provost and VPAP agreed with all of RCAP's recommendations.

Recommendations
Appendix A provides a simple numerical summary and analysis of the RCAP caseload for the 2022-2023 academic year. RCAP reviewed 4 cases this year.

Tables 1A-1B detail 2022-2023 caseload and outcome according to the proposed personnel action. Table 2 provides aggregate recommendation by the academic unit. Table 3 provides a historical summary of RCAP cases.

Respectfully,

Anne Kelley, Chair (SNS)
Catalina Amuedo-Dorantes (SSHA)
Gerardo Diaz (SOE)
Nella Van Dyke (SSHA)
Stefano Carpin (SOE)

2022-2023 RESERVE COMMITTEE ON ACADEMIC PERSONNEL
TABLES 1-3 FINAL RECOMMENDATIONS BY ACTION TYPE

	RCAP Recommendation				
	Agreed	**Modification**	**Disagreed**	**Pending**	**TOTAL**
TOTAL PERSONNEL CASES	**3***	**1**	**0**	**0**	**4**

*On one of these cases, RCAP agreed with the department but disagreed with the dean.

	RCAP Recommendation				
TABLE 1A ADVANCEMENTS	**Agreed**	**Modification**	**Disagreed**	**Pending**	**TOTAL**
Associate Professor	1	0	0	0	**1**
Professor	2	0	0	0	**2**
Professor VI	0	1	0	0	**1**
Above Scale	0	0	0	0	0
Teaching Professor	0	0	0	0	0
Total	**3**	**1**	**0**	**0**	**4**
% RCAP Agreed with Proposal					**75**
% RCAP Agreed or Modified Proposal					**100**

	RCAP Recommendation				
TABLE 1B PROMOTIONS	**Agreed**	**Modification**	**Disagreed**	**Pending**	**TOTAL**
Associate Professor	0	0	0	0	**0**
Professor	0	0	0	0	**0**
Teaching Professor	0	0	0	0	0
Total	**0**	**0**	**0**	**0**	**0**
% RCAP Agreed with Proposal					
% RCAP Agreed or Modified Proposal					

TABLE 2
FINAL RECOMMENDATIONS ON SCHOOL PROPOSALS
2022-2023

| School | Number Proposed | RCAP Recommendation | | | | | % RCAP agreed w/dept. without modification | % RCAP agreed w/dept. or modified up or down |
		Agree	Modify-Up	Modify-Down	Disagree	Pending		
Engineering	**1**	1	0	0	0	0	0	0
Natural Sciences	**1**	0	0	1	0	0	0	100
Social Sciences, Humanities, and Arts	**2**	2	0	0	0	0	100	100
TOTALS	**4**	**3**	**0**	**1**	**0**	**0**	**75**	**100**

TABLE 3
CASES REVIEWED BY RCAP 2018 - present

	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
Total Cases	1	4	1	13	4
Total Appointments	0	1 (Endowed chair)	0	0	0
Total Promotions	1	0	0	9	0
Total Merit Increases	0	3 (1 Appeal review)	1	4 (including 1 Quinquennial Review)	4