

From: [UCSF-VPAA](#)
To: CLIN-ADJ@LISTSRV.UCSF.EDU
Subject: UCSF Guidance for Academic Review in Challenging Times
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Dear Members of the UCSF Academic Community:

We recognize that faculty are facing many new challenges because of the rapidly changing federal policy landscape. The uncertainty associated with these major policy changes has led to increased anxiety within the UCSF community. Some faculty have already experienced cuts to their research funding or delays to new grants being submitted or reviewed. We are therefore writing to provide some guidance and reassurance to our campus academic community regarding academic advancement.

We are dedicated to supporting and retaining our diverse pipeline of faculty by ensuring that the academic review process holistically acknowledges the impacts of circumstances beyond their control. **UCSF is committed to applying the principles of holistic academic review at all times** ([see Faculty Handbook section 2.4.4](#)). As many faculty may be impacted by the rapidly changing federal funding landscape, we felt it was important to reiterate the following guidance for explaining the impacts of external circumstances on your academic productivity. You may recall that similar guidance was provided during the COVID-19 pandemic.

Guidance for Faculty:

- Use the candidate personal statement feature in Advance to describe how any circumstances outside of your control have impacted your opportunity (e.g., your time and resources available) and productivity in the areas of creative/scholarly activity, teaching, clinical care, and service. Personal information need not be revealed, but information that contextualizes your circumstances (e.g., an unexpected loss of funds, a lack of new federal funds for research in your area of study) will be helpful.
- Whenever possible, provide information to compare the current review period to previous records of creative/scholarly activity, teaching, clinical care, and/or service. This information will aid reviewers in the evaluation of your achievements relative to your opportunities.
- You are also encouraged to use the personal statement in Advance to highlight additional clinical, service, teaching, or leadership responsibilities for the institution or the community that you took on as a result of extenuating circumstances.
- Even if external circumstances have impacted your productivity or funding, you are encouraged to move forward with an on-time academic review (i.e., to not defer your review) so that reviewers and review committees can consider your accomplishments relative to your opportunity by holistically evaluating your academic record during the review period.
- [Additional guidance regarding personal statements from the Academic Affairs Office, including instructions for uploading a personal statement, may be found here](#). Although this document relates to the COVID-19 pandemic, the same guidance may be applied to any extenuating circumstances. [Faculty Handbook](#)

[section 2.5.6](#) also provides guidance on crafting a personal statement.

Following this guidance will help assist reviewers in holistically evaluating your academic record.

The acknowledgement that academic review requires the judicious weighing of all criteria of evaluation lies at the foundation of the University of California's standards of academic excellence. Per APM-210-1(d):

In evaluating the candidate's qualifications within these areas, the review committee shall exercise reasonable flexibility, balancing when the case requires, heavier commitments and responsibilities in one area against lighter commitments and responsibilities in another. The review committee must judge whether the candidate is engaging in a program of work that is both sound and productive. As the University enters new fields of endeavor and refocuses its ongoing activities, cases will arise in which the proper work of faculty members departs markedly from established academic patterns. In such cases, the review committees must take exceptional care to apply the criteria with sufficient flexibility. However, flexibility does not entail a relaxation of high standards.

We remain committed to supporting our faculty in their academic careers during these uncertain and challenging times, and we welcome your thoughts, as colleagues and partners, in helping us address the challenges.

Sincerely,

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Executive Vice Chancellor and Provost

Brian Alldredge, PharmD
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