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October 6, 2022

To: Sang-Hee Lee, Chair of Riverside Division

From: Elizabeth Watkins
Provost and Executive Vice Chancellor

Daniel Jeske
Vice Provost of Academic Personnel

Via: Cherysa Cortez, Executive Director of Riverside Division

RE: Senate Faculty Retention Processes

Dear Sang-Hee,

The preemptive and non-preemptive retention processes for Senate faculty that are being used at UCR have prompted questions about clarity and transparency. The documentation for these processes that has been available is a 2017 memo that addresses preemptive retentions:

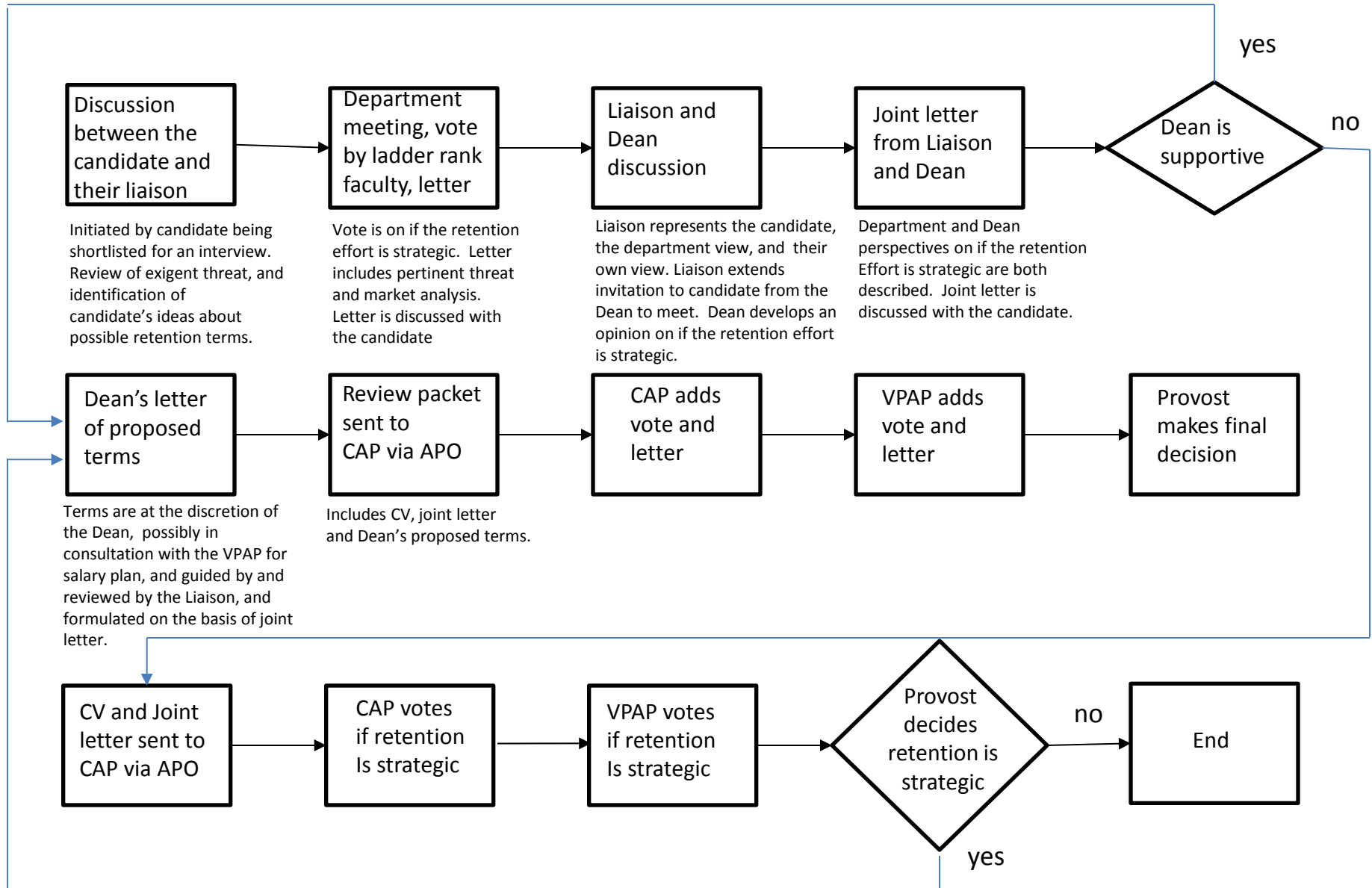
<https://academicpersonnel.ucr.edu/sites/default/files/2021-05/PreemptiveRetentionGuidelines2017.pdf>

To overcome uncertainty about how these processes work, and some frustration with the variability in how they have been implemented across the campus, we propose use of the attached flowcharts that outline in more detail the steps that each should involve. It will be seen that in the preemptive retention process a check-and-balance feature that extends campus input on the strategic value of a retention effort has been introduced. An accompanying FAQ sheet addresses questions such as what is required to initiate a preemptive retention, and what type of discretion is allowed at UCR to approve a return to UCR in situations where a faculty member accepts an outside offer but later regrets doing so.

We invite comments from the Senate on this effort to improve the communication to faculty on how retention processes work at UCR.

Thank you.

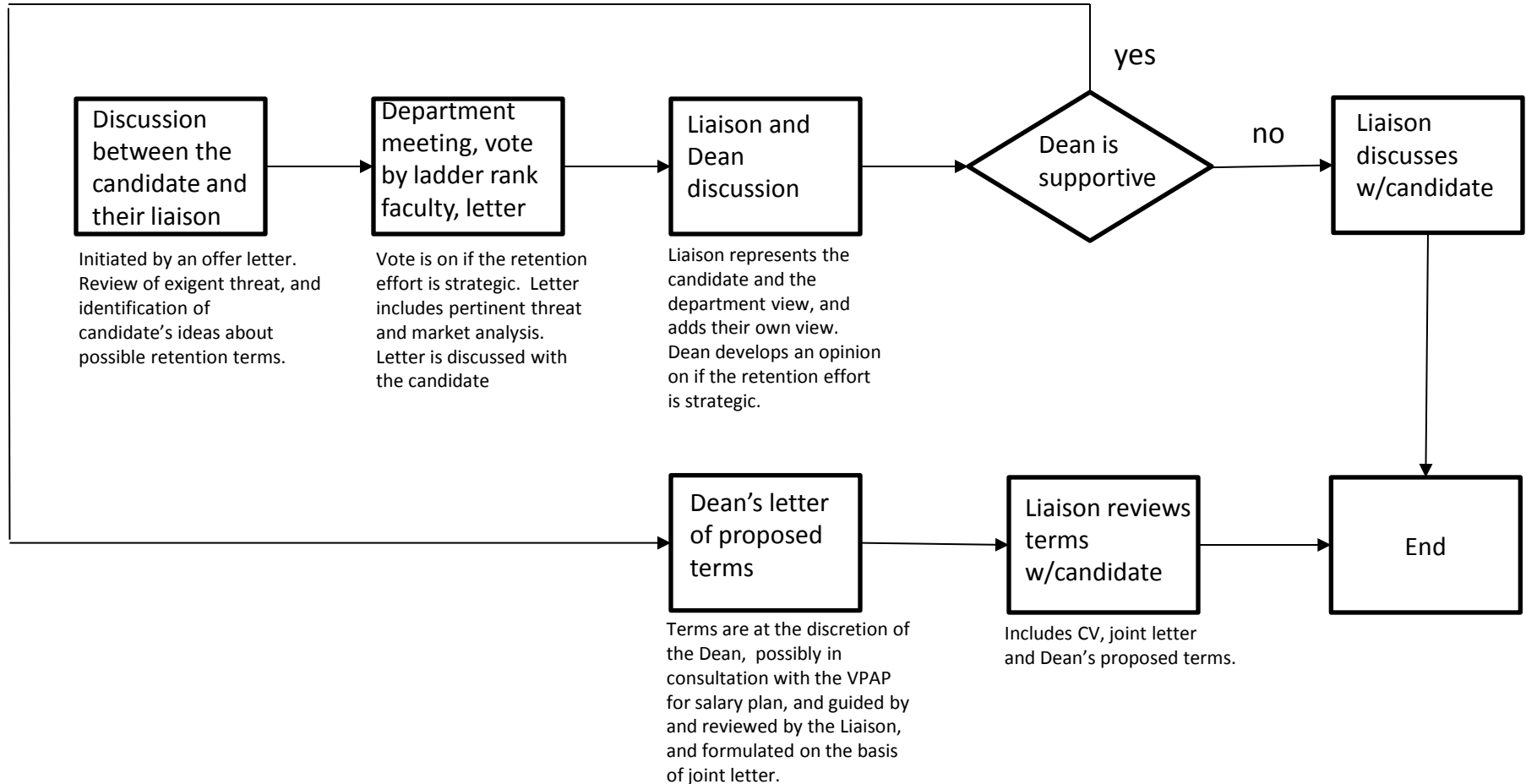
UCR Preemptive Retention Process



Notes:

1. Candidate's liaison is normally the Chair but they have the option to choose an alternate liaison (e.g., Equity Advisor or Associate/Divisional Dean)
2. To facilitate an expedited review, parties are requested to work toward completing the preemptive review process in 2 weeks.
3. At any point in the process the candidate may request the process be stopped.

UCR Non-Preemptive Retention Process



Notes:

1. Candidate's liaison is normally the Chair but they have the option to choose an alternate liaison (e.g., Equity Advisor or Associate/Divisional Dean)
2. At any point in the process the candidate may request the process be stopped.

Frequently Asked Questions

1. What evidence is needed at the initiation stage of a preemptive retention review in order to demonstrate that a faculty member is being considered for another job opportunity?

The candidate needs to provide evidence that they have been shortlisted for an open position.

2. What happens to the preemptive retention review if it has not completed before the faculty member receives an offer letter?

The offer letter is added to the review materials and the preemptive process review continues, with extra attention paid to the expedited nature of the review.

3. If a retention offer is made and accepted, what is the period of time during which the faculty member is ineligible for consideration of another retention offer?

Five (5) years.

4. Can a faculty member turn down a retention offer, leave UCR, and then within a year of their departure date decide to come back to UCR?

This can be negotiated with the Dean, but in cases where it is approved the retention offer is rescinded, no alternative retention offer would be discussed during the time away or upon return to UCR, and the faculty member returns to UCR at the same rank and step they were at when they left.