**Descriptions of UCSD Campus File Review Committees**

**COMMITTEE ON ACADEMIC PERSONNEL – CAP**

The Committee on Academic Personnel (CAP) is a standing committee of the Academic Senate of UCSD. It is a faculty body that participates in shared governance by making recommendations to the Administration regarding:

* *new appointments/CIS,*
* *accelerations,*
* *promotions,*
* *career reviews,*
* *new MOS/BOS requests,*
* *and other non-standard academic personnel actions*

CAP consists of ten to twelve members drawn from the general campus, the Health Sciences, and the Scripps Institution of Oceanography (SIO). Members are appointed by the Senate’s Committee on Committees. No member represents his or her unit in terms of advocacy for a school, a department, or an individual. All members have the interests of the campus as a whole as their responsibility.

The system-wide University of California Academic Personnel Manual (APM) and UCSD's Policy and Procedures Manual (PPM) are CAP's governing principles. (In contrast, this document has no legal standing.) If something in the APM or PPM is not clear and this resource provides insufficient guidance, a faculty member should ask the Department chair, the Dean, or Academic Personnel Services.

**PROJECT SCIENTIST / SPECIALIST REVIEW PANEL – PSSRP**

This committee reviews:

* *new appointments,*
* *promotions,*
* *accelerations,*
* *new MOS/BOS requests*
* *and other non-standard cases*

The role of PSSRP is to serve in lieu of CAP as the final recommending body for these actions.

**ACADEMIC ADMINISTRATOR / ACADEMIC COORDINATOR REVIEW PANEL – AARP**

This committee reviews:

* *new appointments,*
* *promotions,*
* *accelerations,*
* *new MOS/BOS requests*
* *and other non-standard cases*

The role of AARP is to serve in lieu of CAP as the final recommending body for these actions.