

COUNCIL ON ACADEMIC PERSONNEL (CAP)
FREQUENTLY ASKED QUESTIONS (FAQS)
Revised November 1, 2008

12. What is UCI's policy on "overlapping steps"?

Assistant Professor Step V and VI, and Associate Professor IV and V are considered to “overlap” with Associate Professor I and II and Professor I and II, respectively (see **APM 220-18 b (2) and (3)**). Time served at the overlapping steps of lower rank may be considered as service at the overlapping step at the higher rank. However, this does not automatically justify “skipping” a whole step at the time of promotion.

The default promotion is to Step I of the next rank even when one has been at an overlapping step. Using the overlapping steps in lieu of steps in the higher rank must be carefully justified. Departments should consider addressing the prospects of later using steps at a lower rank in lieu of overlapping steps at the higher rank at the time the step at the lower rank is proposed.

Promotion is a weighty sign of academic success in itself. On the grounds of equity, the step to which a professor is promoted should be based on the career profile as a whole, as judged in comparison with the professor's peers. Regardless of step, a salary increase at the time of a promotion is always provided by the Administration, as an off-scale salary adjustment, if necessary.