



March 16, 2016

To: Jose Wudka, Chair  
Riverside Division

From: Sarjeet Gill, Chair, Executive Committee  
College of Natural and Agricultural Science

Re: Length of Statements/Reponses

In response to a request from the Senate, the CNAS Executive Committee at their March 15<sup>th</sup> meeting discussed the possible need to make changes in limits on the length of self -statements and department letters for candidates above Professor Step VI, and the length of the candidate's response to the department letter. The committee agreed on the following:

- a) We do not see a compelling reason to increase the length of self-statements and department letters for candidates above Professor VI. These documents should focus on describing the impact of the work, rather than a detailed accounting, of activities, which are detailed in the file. We believe that 2-pages is a sufficient length to allow this.
- b) We see no need to limit the length of the candidate's response to department letters. The Candidate should perhaps be advised that an excessively long response may be counterproductive; however we think it unnecessary to legislate a page limit on this response.

Yours sincerely,  
Sarjeet Gill, Chair  
CNAS Executive Committee