

**From:** UCSF-VPAA  
**Sent:** Monday, June 01, 2015 11:06 AM  
**To:** clin-adj@listserv.ucsf.edu; senate@listserv.ucsf.edu  
**Subject:** Faculty Feedback Requested: Proposed Changes to the Advance CV

Summary:

- Your feedback is requested on proposed revisions and enhancements to the CV format and functionality in Advance. Feedback is due by June 30, 2015.

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Dear Colleagues:

As you may be aware, the MyCV format in Advance was designed using the "[Guidelines to Faculty for Preparing a Curriculum Vitae for Academic Review](#)" which were developed by the Committee on Academic Personnel (CAP) in 2003. Last fall, I convened a faculty workgroup to review the CV format as well as the MyCV functionality in Advance. The CV workgroup met monthly and was given the following charge:

- Develop an updated CV format that allows faculty greater flexibility to represent the full range of their academic accomplishments
- Provide feedback and guidance for improving functionality for uploading and editing the CV
- Determine and maintain a standard CV format to provide efficiency for faculty reviewers while allowing faculty to save additional revisions of their CV for other purposes

The CV workgroup developed a series of recommendations to address the issues listed above. I would now like to invite broader faculty input into the proposed revisions to the CV. A webpage has been established on the Academic Affairs website (click [here](#)) which includes the following:

- A list that highlights some of the most significant enhancements
- Three brief videos (approximately 5 minutes each) that demonstrate some of the enhancements
- A short survey for providing input. The survey will be available from June 1-30, 2015.

The CV workgroup will reconvene to review comments received from the faculty and finalize the list of enhancements. Implementation of the new features is expected in early 2016.

The MyCV functionality is a critical component of the Advance system. I look forward to receiving your feedback on the proposed enhancements.

Best regards,

Brian K. Alldredge, PharmD  
Vice Provost, Academic Affairs