

Policies of interest

Faculty Work-Life Policies

APM - 760

Faculty Members who are birth mothers are eligible for:

- **Childbearing Leave** - up to 6 weeks paid leave.
- If full time appointment for at least 1 academic year, then eligible for 2 quarters (2 semesters) **Active Service Modified Duties** (APM 760-28) which can be either partial or full relief from teaching. For Health Sciences faculty, clinical duties may also be reduced as appropriate.
- Up to 4 months unpaid **Pregnancy Disability Leave** (runs concurrently with childbearing Leave and FMLA)
- **Family and Medical Leave Act (FMLA)** - Up to 12 workweeks of unpaid leave during a calendar year, with continuing employer paid health coverage contributions.
- **California Family Rights Act (CFRA)** additional 12 workweeks of unpaid leave during a calendar year to care for newborn child. No employer paid benefits. *Does not run concurrently with Pregnancy Disability leave.*
- **Parental Leave** (APM 760-27-a) Up to 1 year full-time or part-time unpaid parental leave.

In summary, a birth mother is eligible for up to 6 weeks of paid leave and up to one year of unpaid parental leave under University of California policies.

Faculty members, who are not birth mothers, but who have substantial responsibility for care of a newborn child, or child under the age of 5 through adoption or foster care, are eligible for the Parental Leave, CFRA leave, FMLA leave and Active Service Modified Duties of 1 quarter. (See above descriptions.)

The Tenure Clock (8-year Probationary Period)

- Childbearing or Parental leave of one quarter and up to one year will *automatically* be excluded from service toward the eight-year probationary period, unless the faculty member requests in writing that it not be excluded.
- Tenure Clock may be stopped for up to one year for each event of birth or placement, up to a two year limit. Faculty member may stop the clock, even if he/she does not take formal leave or have modified duties.
- Requests for time off the Tenure Clock must be made within 2 years of a birth or adoption.
- Stopping the Tenure Clock should not disadvantage faculty in promotion, advancement or compensation. The file must be evaluated without prejudice, as if the work were done in a normal period of service.

Faculty Recruitment Allowance Program

APM - 190 Appendix E

APM 190 Appendix E was revised to enable a broader use of the Faculty Recruitment Allowance Program. The original primary purpose of this program was to provide support for housing costs, now the allowance may be used for expenses including:

- Housing
- Childcare
- Education
- Tuition assistance

Appointment and Promotion

APM - 210

Review and Appraisal Committees

Rev. 7/1/05 -- Page 3 - 7: Changes relevant to AA/EO/D issues. Approved added text is underlined.

210-0 Policy

In their deliberations and preparations of reports and recommendations, academic review and appraisal committees shall be guided by the policies and procedures set forth in the respective *Instructions* which appear below.

210-1 Instructions to Review Committees Which Advise on Actions Concerning

Appointees in the Professor and Corresponding Series

d. Criteria for Appointment, Promotion, and Appraisal

The University of California is committed to excellence and equity in every facet of its mission. Teaching, research, professional and public service contributions that promote diversity and equal opportunity are to be encouraged and given recognition in the evaluation of the candidate's qualifications. These contributions to diversity and equal opportunity can take a variety of forms including efforts to advance equitable access to education, public service that addresses the needs of California's diverse population, or research in a scholar's area of expertise that highlights inequalities.

(1) Teaching —

Clearly demonstrated evidence of high quality in teaching is an essential criterion for appointment, advancement, or promotion... In judging the effectiveness of a candidate's teaching, the committee should consider such points as the following: ... effectiveness in creating an academic environment that is open and encouraging to all students, including development of particularly effective strategies for the educational advancement of students in various underrepresented groups... Among significant types of evidence of teaching effectiveness are the following... (e) development of new and effective techniques of instruction, including techniques that meet the needs of students from groups that are underrepresented in the field of instruction.

Appointment and Promotion Continued(APM - 210)

(2) Research and Creative Work –

Publications in research and other creative accomplishment should be evaluated, not merely enumerated. There should be evidence that the candidate is continuously and effectively engaged in creative activity of high quality and significance. Work in progress should be assessed whenever possible. When published work in joint authorship (or other product of joint effort) is presented as evidence, it is the responsibility of the department chair to establish as clearly as possible the role of the candidate in the joint effort... Textbooks, reports, circulars, and similar publications normally are considered evidence of teaching ability or public service. However, contributions by faculty members to the professional literature or to the advancement of professional practice or professional education, including contributions to the advancement of equitable access and diversity in education, should be judged creative work when they present new ideas or original scholarly research.

(3) Professional Competence and Activity –

... The candidate's professional activities should be scrutinized for evidence of achievement and leadership in the field and of demonstrated progressiveness in the development or utilization of new approaches and techniques for the solution of professional problems, including those that specifically address the professional advancement of individuals in underrepresented groups in the candidate's field.

(4) University and Public Service –

... Faculty service activities related to the improvement of elementary and secondary education represent one example of this kind of service. Similarly, contributions to student welfare through service on student-faculty committees and as advisers to student organizations should be recognized as evidence, as should contributions furthering diversity and equal opportunity within the University through participation in such activities as recruitment, retention, and mentoring of scholars and students.

Appointment and Promotion Continued

APM - 240

APPOINTMENT AND PROMOTION

Deans and Provosts *Rev. 7/1/05

240-4 Definitions

a. An academic Dean or Provost is head of a Division, College, School, or other similar academic unit and has administrative responsibility for that unit. This includes fiscal responsibility for the unit, maintaining an affirmative action program for faculty and staff recruitment and retention consistent with University affirmative action policies, and responsibility for insuring that systemwide and local policies, including Academic Senate regulations, are observed.

APM - 245

APPOINTMENT AND PROMOTION

Department Chairs - Appendix A *Rev. 7/1/05

Duties of Department Chairs (or Equivalent Officers)*

The chair of a department of instruction and research is its leader and administrative head. Appointed by the Chancellor, the chair is responsible to the Chancellor through the Dean of the college or school.

As leader of the department, the chair has the following duties:

2. The appointee is responsible for the recruitment, selection, and evaluation of both the faculty and the staff personnel of the department. In consultation with colleagues, the chair recommends appointments, promotions, merit advances, and terminations. The appointee is responsible for maintaining a departmental affirmative action program for faculty and staff personnel, consistent with University affirmative action policies. The appointee is expected to make sure that faculty members are aware of the criteria prescribed for appointment and advancement, and to make appraisals and recommendations in accordance with the procedures and principles stated in the President's Instructions to Appointment and Promotion Committees.

12. To report annually on the department's affirmative action program, including a description of good faith efforts undertaken to ensure equal opportunity in appointment, promotion, and merit activities, as well as a report on affirmative action goals and results in accordance with campus policy.
