Advisory to Deans #AA2016-04

DEANS, EXECUTIVE ASSOCIATE DEANS, ASSOCIATE DEANS, ASSISTANT DEANS, DEPARTMENT CHAIRS, AND ACADEMIC PERSONNEL ANALYSTS

Re: Automatic Extensions on the Clock for Childbearing/Childrearing

Dear Colleagues:

Recent revisions to Academic Personnel Manual (APM) 133 have automated extensions on the tenure or service clock for academic appointees with an eight-year limit to achieve promotion, who take childbearing or parental leave. Though this policy revision only mandates that the length of time of the leave be exempted from the clock, it is campus practice to extend the clock by one year per event with no more than two instances during the probationary period.

Based on the updated policy, Academic Affairs will now initiate an extension on the clock for all approved childbearing or parental leaves and all requests for replacement teaching funds made through our campus’ Work Life Program (available to non HSCP teaching faculty) for those appointees who have an eight-year limit to achieve promotion. The Forms Online program has the capacity to notify the Academic Affairs office when a childbearing/parental leave request is approved for an academic appointee as well as those requests for replacement funding for childbearing/rearing leave or active service modified duties (ASMD). Once that notification is received, we will initiate an extension on the clock.

Additionally, academic appointees who do not take childbearing or parental leaves immediately following the birth or adoption of a child are also eligible for an extension on the clock. Per this advisory, these types of extensions on the clock will also be automatically granted once our office is notified (within two years of the birth or placement and before July 1 of the academic year in which a promotion review is to occur, per APM 760-30.b). (Please note that appointees who receive an automatic extension on the clock as described above are not obligated to use the additional time and may go up earlier, if desired.) Academic Affairs will provide notification to the appointee when the extension to the clock is approved.

Sincerely,

Maureen L. Stanton
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