

UC Davis: Office of the Provost

January 17, 2003

DEANS, DIRECTORS, DEPARTMENT CHAIRS, AND CAMPUS/UCDMC ADMINISTRATIVE OFFICERS

RE: Work/Life Balance Initiative

As women continue to enter the academic workforce in increasing numbers, the ability of UC Davis to recruit and retain an outstanding and diverse faculty will depend on having strong support systems for issues related to work life balance. Moreover, with more men and dual career couples participating in the rearing of their children, programs such as childbearing leave, parental leave and modified duties will facilitate recruitment and retention of the best faculty to UC Davis.

Building on existing UC Academic Personnel Manual (APM) Section 760 (Childbearing Leave, Parental Leave, Active Service Modified Duty) and APM Section 133-17.h (Stopping the Tenure Clock for the Care of a Child or Children) and in response to the recommendations of the UCD Committee on Work/Life Balance for Faculty, the campus has instituted specific steps to significantly improve and enhance the University's Work/Life balance program as it relates to the ladder rank faculty in the Professorial title series, as well as Lecturers with Security of Employment and Senior Lecturers with Security of Employment. These actions are being taken primarily to ensure that women and all faculty across the campus have knowledge of and access to childbearing and parental leaves. The following actions are in effect as of January 1, 2003.

Central funding has been allocated for childbearing and parental leave, as follows:

\*Faculty women in the affected titles will be provided with one quarter of paid childbearing leave, as will the primary parent in the affected titles who adopt a child.

\*In addition to childbearing leave, one quarter of active service modified duty (ASMD) will be provided for a new parent in the affected title codes for a single birth, and two quarters of ASMD for the birth of twins or triplets or the adoption of two or three infants four years old or younger.

\*Funding for this program will be administered centrally by the Vice Provost - Academic Personnel. The form for requesting the funding for those leaves is available at <http://academicpersonnel.ucdavis.edu/>.

\*Faculty in the affected titles at any rank and step may apply for deferral of normal personnel review (merit or promotion) to accommodate childbearing or adoption (up to two consecutive

years) without prejudice or penalty. Language is being drafted to use in departmental personnel letters in support of this policy. The updated language will be available at <http://academicpersonnel.ucdavis.edu/> .

\*The Director of Faculty Relations, Binnie Singh, will serve as the primary campus contact person for parental leave issues. Director Singh will also work with the Academic Senate to identify faculty who will act as mentors and provide advice and guidance about parental leave issues.

\*The Office of the Vice Provost - Academic Personnel, in consultation with the deans, will develop and implement a training program that addresses work life balance issues during this academic year.

\*A Campus Advisory Committee has been appointed to provide continuing advice on work life issues, evaluating the impact of the action items described above. Chairing this committee is Professor Cristina Gonzalez, Senior Advisor to the Chancellor. Any questions about this committee or its progress should be directed to Dr. Gonzalez at [crigonzalez@ucdavis.edu](mailto:crigonzalez@ucdavis.edu).

\*The Office of the Vice Provost - Academic Personnel will share information with the campus about the progress of the committee and the on-going efforts to address work life balance issues.

Questions about this program should be addressed to Binnie Singh (752-0963, [binsingh@ucdavis.edu](mailto:binsingh@ucdavis.edu)).

Virginia Hinshaw  
Provost and Executive Vice Chancellor

Directive #03-006