

**Stopping the Clock for the Care
of a Child or Children**
Red Binder VI - 1, II, APM - 760-30

A faculty member may stop the tenure clock during the probationary period to care for a newborn child up to the age of two or a child under age five newly placed for adoption or foster care. The child may be the individual's child or that of the individual's spouse or domestic partner.

The clock may be stopped for up to one year for each event of birth or placement; provided that all time off the clock totals no more than two years in the probationary period. The faculty member is eligible to stop the clock even if the individual does not take a formal leave or have a modification of duties.

Stopping the clock will not delay the timing of a merit or promotion review. However, the faculty member may request to defer a review based on time off the clock.

The **Academic Personnel Manual** (APM) includes policies and procedures pertaining to the employment relationship between an academic appointee and the University of California.

<http://www.ucop.edu/acadadv/acadpers/apm/welcome.html>

The **Red Binder** includes
UCSB Campus Policies and Procedures
for Academic Personnel (based on the APM).
<http://ap.ucsb.edu/policies.and.procedures/red.binder/index.cfm>

For further information please contact your
Departmental Business Officer or the
Office of Academic Personnel
4105 Cheadle Hall
Santa Barbara, CA 93106-2034

Phone: 805.893.3445

Fax: 805.893.5173



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**University of California
Santa Barbara**



**Family Friendly
Policies for Faculty**

UCSB Red Binder, Section VI
Academic Personnel Manual, Section V, Policy 760

BENEFITS AND PRIVILEGES

Family Accommodations for Childbearing and Childrearing

Red Binder VI -1, APM - 760

Family accommodation policies for childbearing and childrearing responsibilities are fundamental to an equitable and productive academic environment. The University of California's family accommodation policies and programs assist faculty and other academic appointees in balancing the needs of work and family.

The following types of Family Accommodations for Childbearing and Childrearing are available:

- a. Childbearing leave with or without pay
- b. Parental leave without pay
- c. Active Service-Modified Duties
- d. Personnel Reviews
- e. Stopping the clock for the care of a child

When a faculty member is aware that they will need to take a childbearing or parental leave or to participate in a period of Active Service-Modified Duties, they should provide sufficient advance notice to allow their department to make replacement teaching and other arrangements. Whenever possible, at least 45 days advance notice should be given.

Childbearing Leave

Red Binder VI - 4, APM - 760-25

A faculty member who bears a child is eligible for childbearing leave for the period prior to, during, and after childbirth. Childbearing leave consists of the time the individual is temporarily disabled because of pregnancy, childbirth, or related medical conditions.

A faculty member is eligible for 6 weeks of paid childbearing leave, at her approved base salary regardless of the length of her University service. If more time is necessary for medical reasons, up to one quarter of medical leave may be requested. Should the medical conditions continue beyond the initial quarter of leave with pay, further extension will be considered on an individual basis. During a childbearing or medical leave, no duties will be required by the University. Childbearing leave need not be taken in one continuous period of time but may be taken on an intermittent or reduced schedule basis when medically necessary.

Parental Leave Without Pay

Red Binder VI - 4E, APM - 760-27

A faculty member is eligible for full-time or part-time parental leave without pay for up to one year to care for a child. The child may be the appointee's child or that of a spouse or domestic partner.

Active Service - Modified Duties

Red Binder VI - 5, APM - 760-28

A faculty member who has 50% or more of the care of an infant or young child may request Active Service-Modified Duties. The modified duties must be determined in consultation with the Department Chair and approved by the Dean.

An individual other than the birth mother is eligible for up to one quarter of Active Service-Modified Duties for each birth or adoption. The birth mother is eligible for up to two quarters of Active Service-Modified Duties or up to two quarters of combined Childbearing and Active Service-Modified Duties for each birth.

Personnel Reviews

Red Binder VI - 1, APM - 760-31

A faculty member will not be arbitrarily disadvantaged in their promotion, advancement or compensation because they have elected to take a child-bearing or parental leave, to stop the clock, or to defer a review. Personnel reviews that are deferred due to a family accommodation as defined in APM-760 will be treated procedurally in the same manner as personnel reviews conducted at the usual intervals. The file will be evaluated without prejudice as if the work were done in the normal period of service and will be so stated in the departmental letter.