Some of the Challenges

- UC (and your unit) is governed by a huge and diverse amount of federal and state laws and regulations, systemwide and campus policies, Senate Bylaws, collective bargaining agreements, etc. (and they change!)

- It’s tough to get the right information to the right people at the right time (we are very decentralized)

- Tension between applying policies equitably and the reality that so much turns on the specifics of the situation (“case-by-case basis”)

- Some of the biggest challenges are “interpersonal”; policy doesn’t really help
Academic Leader and Administrative Head

- Seek the input of colleagues in a systematic way on the issues that impact them; including non-senate faculty and other academics

- Conduct the department's affairs in an orderly fashion through meetings or appointment of appropriate committees (and document!)

- Seek student advice and counsel on matters of immediate concern to students enrolled in the department's programs
Academic Personnel Policy Development

- Facilitate meaningful review and feedback by forwarding to individuals in your unit that are/will be impacted by the policy and discuss at department meetings (not just with senate faculty)

- This is an opportunity for employees to provide comment on both systemwide and campus policies that apply to them

- These policies cover the full range: advancement criteria; additional compensation; intellectual property; academic freedom; outside professional activities; faculty conduct
Family Friendly Policies

- Childbearing/Childrearing and Parental leaves; Family and Medical Leave (FML)

- Active Service-Modified Duties (ASMD) – reduction in duties, typically teaching, when a faculty member has 50% or more responsibility for care of newborn

- Some leaves or circumstances qualify for time off the tenure clock (maximum of two years total)

- New Effective September 1, 2015: faculty may request time off the clock when duties are disrupted by a significant circumstance or event beyond the faculty member’s control (requires Chancellor’s approval)
Leaves – With and Without Pay

- Sabbatical
- Professional Development/Special Research
- Personal
- Childbearing/Childrearing
- Parental
- FML – Family Medical Leave
- Accrued Vacation and Sick Leave
- Medical leave for 100% time faculty that do not accrue sick leave

- Some of these leaves will impact time at rank and step counts and advancement review eligibility
APM 015 - Faculty Code of Conduct

- Contains ethical conduct expectations & aspirations, and examples of unacceptable faculty conduct, such as
  - Breaching confidentiality in the review process;
  - Unexcused delay in evaluating student work;
  - Sexual/romantic relationship with a student for whom faculty member has or could reasonably expect to have “academic responsibility”

- CAPM 002.015 is the campus’s implementing policy and procedure for formal complaints involving Senate faculty
APM 025 – Conflict of Commitment & Outside Professional Activities

- **Occurs when Outside Activities interfere with a faculty member’s obligations to UC**
  - Undertaking outside professional activity that using common sense and good judgment would likely raise an issue---real and/or perceived---of a conflict of commitment.

- **Policy provides a maximum of 39 days per year for faculty to engage in Category I and II outside professional activities**
  - It is expected that the use of days will be allocated evenly across service periods
APM 025 – Prior Approval Required

- Category I: Teaching, research, or administration of a grant at another higher ed institution; **CP/EVC approval**

- Category I: Employment outside UC, assuming a founding or co-founding role of a company; **Dean approval**

- Special Category: Involving a student in the outside professional activities of a faculty member; **Dean approval**
APM 025 – Annual Reporting

- Annual Reports due every year on 9/30 for the prior fiscal year – July 1 through June 30 reporting period

- Faculty need to report days spent on Category I and/or Category II activities

- Attach prior approval for Cat. I activities

- Required to report even if reporting “No Cat. I or Cat. II activities”

- New this Reporting Period: Faculty appointed below 50% time during the reporting period are not required to submit an Annual Report (but still covered by the policy)
Child Abuse and Neglect Reporting Act (CANRA)
http://apo.ucsc.edu/policy/canra/index.html

- We are required by CA law and UC policy to identify “Mandated Reporters” and secure their written acknowledgement of reporting obligations to law enforcement of observed or suspected child abuse.

- **Definition of Mandated Reporter**
  - Any employee whose **duties require contact with children under age 18 on a regular basis**; or
  - The **supervisor of such an employee** (you if one of your faculty is identified as a Mandated Reporter).

- Having students under the age of 18 enroll in a UCSC class does not meet this definition (at least currently).

- Think of faculty/academics who may serve as mentors or supervisors in on-campus high school internship programs.
3 Things I Want to Leave You With

1. **Use Academic Judgment with Intention**
   > develop clear expectations & guidelines for academics in your unit

2. **Engage and Consult Broadly with Academic Appointees in Your Unit**
   > think “instructors of record”, not just “senate faculty”

3. **Know that You Can Do what Academic Policy Can’t**
   > set, maintain, and model a collegial, accessible, inclusive atmosphere in your unit