



OFFICE OF THE PROVOST AND  
EXECUTIVE VICE PRESIDENT FOR ACADEMIC AFFAIRS

OFFICE OF THE PRESIDENT  
1111 Franklin Street, 12<sup>th</sup> Floor  
Oakland, California 94607-5200

September 10, 2020

EXECUTIVE VICE CHANCELLORS/PROVOSTS  
VICE PROVOSTS/CHANCELLORS OF ACADEMIC AFFAIRS/PERSONNEL

Dear Colleagues:

In recognition of the ongoing challenges presented by the COVID-19 pandemic, I am approving two blanket exceptions to Academic Personnel Manual (APM) Section 710 (APM - 710), Leaves of Absence/Sick Leave/Medical Leave, as outlined below in order to provide additional relief to academic appointees balancing work and child care responsibilities.

First, I am approving a temporary exception to APM - 710-20 to allow academic appointees who accrue sick leave to use any such accrued sick leave if they are unable to work or telework because their children are not able to physically attend their school or place of care due to COVID-19 precautions during the Fall 2020 semester/quarter.

Second, I am approving a temporary exception to APM - 710-11 to allow faculty who do not accrue sick leave to use any available paid medical leave allotment for child care related reasons during the Fall 2020 semester/quarter. Under this temporary exception to APM - 710-11, use of paid medical leave will be permitted up to one course reduction (normally 33%) for child care related reasons, which equates to four (4) weeks of a faculty member's total paid medical leave entitlement for quarter campuses and six (6) weeks for semester campuses.

Both exceptions are effective immediately and will remain in effect through December 31, 2020. All other provisions of APM - 710, including eligibility criteria, remain in effect.

The temporary exceptions to APM - 710-20 and APM - 710-11 do not affect eligibility for Emergency Paid Sick Leave (EPSL) or Emergency Family and Medical Leave (EMFL) granted under the Families First Coronavirus Relief Act (FFCRA), or Expanded Paid Administrative Leave (EPAL) provided by University policy. EPSL, EFML, and EPAL may be taken before or after any accrued sick leave or paid medical leave is used or exhausted.

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I thank you for your cooperation and support for our academic appointees during this unprecedented time.

Sincerely,

A handwritten signature in blue ink that reads "Michael T. Brown". The signature is written in a cursive style with a large initial "M".

Michael T. Brown, Ph.D.  
Provost and  
Executive Vice President, Academic Affairs

cc: President Drake  
Chair Gauvain  
Vice Provost Carlson  
Interim Vice President Lloyd  
Assistant Vice Provosts/Vice Chancellors/Directors - Academic Personnel  
Executive Director Baxter  
Chief of Staff and Executive Director Henderson  
Director Grant  
Director Lee