

APM 710, 711, 080

Revised Academic Personnel Policy 710 and new Academic Personnel Policies 711 and 080 have been issued effective July 1, 2008. These revised and new policies codify certain sick leave and medical leave provisions for academic appointees, establish a system-wide framework to support the University's commitment to reasonable accommodation for academic appointees who are disabled or who become disabled, and introduce a medical separation policy for academic appointees.

The revised and new Academic Personnel Manual sections are as follows:

(1) The revised Academic Personnel Policy - 710, Leaves of Absence/Sick Leave/Medical Leave, contains a new section APM - 710-11, establishing a maximum of paid medical leave to be granted to eligible faculty members who do not accrue sick leave. Other revisions to relevant sections govern academic titles eligible to accrue sick leave and provide guidelines for how and when departments should request medical information in support of requests for sick and paid medical leave. The revised policy can be found online at

<http://www.ucop.edu/acadadv/acadpers/apm/rev-apm-710.pdf>

(2) The new Academic Personnel Policy - 711, Reasonable Accommodation for Academic Appointees with Disabilities, establishes systemwide policy governing the interactive process to determine reasonable accommodation for otherwise qualified academic appointees with disabilities, as required for compliance with Federal and California State law. The new policy can be found online at

<http://www.ucop.edu/acadadv/acadpers/apm/apm-711.pdf>

(3) The new Academic Personnel Policy 080, Medical Separation, outlines the process for medical separation of academic appointees who have exhausted periods of leave and continue to be unable to work for health reasons, and for whom reasonable accommodation is not possible. The new policy can be found online at

<http://www.ucop.edu/acadadv/acadpers/apm/apm-080.pdf>

APM 220-85-b, 335-10-a, 740-11-c, 350

Revised Academic Personnel Policy 220-85-b, 335-10-a, and 740-11-c have been issued and APM-350 rescinded effective September 2, 2008. A brief description of the changes is listed below. See the issuance letter dated September 2, 2008.

(1) APM-220-85-b (Professor Series)

APM-220-80-e was incorrectly referenced in this section. The text was corrected to reflect the appropriate policy reference, APM-220-80-g.

The revised policy can be found at: <http://www.ucop.edu/acadadv/acadpers/apm/apm-220.pdf>

(2) APM-335-10-a (Cooperative Extension Advisor Series)

The educational requirement has been deleted from APM-335-10-a, making the criteria for Cooperative Extension Advisors consistent with criteria for Specialists in Cooperative Extension

(APM-334-10-a).

The revised policy can be found at: <http://www.ucop.edu/acadadv/acadpers/apm/apm-335.pdf>

(3) APM-740-11-c (Leaves of Absences/Sabbatical Leaves)

The following titles have been added to the list of titles that are eligible to qualify for sabbatical leave service: Laboratory Director, Deputy Laboratory Director, and Associate Laboratory Director.

The revised policy can be found at: <http://www.ucop.edu/acadadv/acadpers/apm/apm-740.pdf>

(4) APM-350 (Postgraduate Research (e.g. Physicist))

APM-350 is rescinded on the basis that the policy has been rendered obsolete by the provisions of APM-390 (issued July 1, 2003).

APM 220-18-b(4)

Revised Academic Personnel Policy 220-18-b(4), Criteria for Advancement to Professor, Step VI, and to Professor, Above Scale, has been issued effective September 2, 2008 for implementation no later than July 1, 2009. See the issuance letter dated September 2, 2008.

The revised policy seeks to strengthen and provide greater guidance on requirements for advancement, to provide greater understanding of the distinction between the criteria for advancement to Step VI and Above Scale, and to bring the policy in line with campus practices.

The revised policy can be found at:

<http://www.ucop.edu/acadadv/acadpers/apm/apm-220.pdf>

REVISED APM 220-18-b(4) - Criteria for Advancement to Professor VI and Professor Above Scale

“Professor: The normal period of service at step is three years in each of the first four steps. Service at Step V may be of indefinite duration. Advancement to Step VI usually will not occur after less than three years of service at Step V. This involves an overall career review and will be granted on evidence of sustained and continuing excellence in each of the following three categories: (1) scholarship or creative achievement, (2) University teaching, and (3) service. Above and beyond that, great academic distinction, recognized nationally, will be required in scholarly or creative achievement or teaching. Service at Professor, Step VI or higher may be of indefinite duration. Advancement from Professor, Step VI to Step VII, from Step VII to Step VIII, and from Step VIII to Step IX usually will not occur after less than three years of service at the lower step, and will only be granted on evidence of continuing achievement at the level required for advancement to Step VI.

Those Professors who are on the special Law School scale that has nine steps for the range are subject to the same criteria as Professors as outlined above.

Advancement to an above-scale rank involves an overall career review and is reserved only for the most highly distinguished faculty (1) whose work of sustained and continuing excellence has attained national and international recognition and broad acclaim reflective of its significant impact; (2) whose University teaching performance is excellent; and (3) whose service is highly meritorious. Except in rare and compelling cases, advancement will not occur after less than four years at Step IX. Moreover, mere length of service and continued good performance at Step IX is not justification for further salary advancement. There must be demonstration of additional merit and distinction beyond the performance on which advancement to Step IX was based. A further merit increase in salary for a person already serving at an above-scale salary level must be justified by new evidence of merit and distinction. Continued good service is not an adequate justification. Intervals between such salary increases may be indefinite, and only in the most superior cases where there is strong and compelling evidence will increases at intervals shorter than four years be approved.”

PREVIOUS APM 220-18-b(4) - Criteria for Advancement to Professor VI and Professor Above Scale

“Professor: The normal period of service at step is three years in each of the first four steps. Service at Step V may be of indefinite duration. Advancement to Step VI usually will not occur after less than three years of service at Step V, and will be granted on evidence of highly distinguished scholarship, highly meritorious service and evidence of excellent University teaching. In interpreting these criteria, reviewers should require evidence of excellence and high merit in original scholarship or creative achievement, teaching, and service, and, in addition, great distinction, recognized nationally or internationally, in scholarly or creative achievement or in teaching. Service at Professor, Step VI or higher may be of indefinite duration. Advancement from Professor, Step VI to Step VII, from Step VII to Step VIII, and from Step VIII to Step IX usually will not occur after less than three years of service at the lower step, and will only be granted on evidence of continuing achievement at the level required for advancement to Step VI. Those Professors who are paid on the special Law School scale which has nine steps for the range are subject to the same criteria as Professors as outlined above.

Advancement to an above-scale salary is reserved for scholars and teachers of the highest distinction whose work has been internationally recognized and acclaimed and whose teaching performance is excellent. Except in rare and compelling cases, advancement will not occur after less than four years at Step IX. Moreover, mere length of service and continued good performance at Step IX is not justification for further salary advancement. There must be demonstration of additional merit and distinction beyond the performance on which advancement to Step IX was based. A further merit increase in salary for a person already serving at an above-scale salary level must be justified by new evidence of merit and distinction. Continued good service is not an adequate justification. Intervals between such salary increases may be indefinite, and only in the most superior cases where there is strong and compelling evidence will increases at intervals shorter than four years be approved.”