



OFFICE OF THE PRESIDENT

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See also [clarification letter](#) dated July 3, 2008 from Vice Provost Jewell concerning the application of APM 080 to Postdoctoral Scholars.

June 2, 2008

**CHANCELLORS
LAWRENCE BERKELEY NATIONAL LABORATORY
VICE PRESIDENT—AGRICULTURE AND NATURAL RESOURCES**

Dear Colleagues:

Enclosed are revised Academic Personnel Policy 710 on Leaves of Absence/Sick Leave/Medical Leave, a new Academic Personnel Policy 711 on Reasonable Accommodation for Academic Appointees with Disabilities, and a new Academic Personnel Policy 080 on Medical Separation.

These changes to the Academic Personnel Manual are the result of several years of discussion and consultation aimed at codifying certain sick leave and medical leave provisions for academic appointees, establishing a systemwide framework to support the University's commitment to reasonable accommodation for academic appointees who are disabled or who become disabled, and introducing a medical separation policy for academic appointees. I am pleased to present these policies for implementation effective July 1, 2008.

- **APM - 710, Leaves of Absence/Sick Leave/Medical Leave**, has been revised with a new section APM - 710-11, which establishes a maximum of paid medical leave to be granted to eligible faculty members who do not accrue sick leave, in cases of personal illness, injury or disability. Other revisions to APM - 710 clarify and expand the list of academic titles eligible to accrue sick leave, as well as expanding sick leave accrual to appointees in these titles who hold academic year appointments; and provides guidelines for how and when departments should request medical information in support of requests for sick and paid medical leave. The policy can be found online at <http://www.ucop.edu/acadadv/acadpers/apm/rev-apm-710.pdf>.
- The new **APM - 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 law – most specifically, the Americans with Disabilities Act (ADA) and the Fair Employment and Housing Act (FEHA). The new policy can be found online at <http://www.ucop.edu/acadadv/acadpers/apm/apm-711.pdf>.

- The new **APM - 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. This new policy provides a means to handle this issue in a sensitive and respectful manner by establishing a process that keeps such cases distinct from disciplinary actions resulting from misconduct or incompetent performance. The new policy can be found online at <http://www.ucop.edu/acadadv/acadpers/apm/apm-080.pdf>.

In order to ensure that academic appointees and campus administrators understand the provisions of these policies, the Academic Advancement department at the Office of the President is preparing links on the Academic Personnel Web page (<http://www.ucop.edu/acadadv/acadpers/welcome.html>) to definitions of important terminology, the text of applicable laws, and answers to frequently asked questions.

The addition of these policies will provide much-needed guidance in disability management for academic personnel, as well as establish a consistent level of paid medical leave for academic appointees systemwide. I commend the Academic Senate and campus administrators for their assistance in crafting these important policies.

Sincerely,



Robert Dynes

Enclosures

cc: Provost Hume
Academic Council Chair Brown
Members, President's Cabinet
Associate Vice President Boyette
Vice Provost Jewell
Council of Vice Chancellors
Executive Director Slocum
University Counsel Van Houten
Coordinator Sykes
Universitywide Policy Office