



OFFICE OF THE VICE PROVOST -  
ACADEMIC PERSONNEL AND PROGRAMS

OFFICE OF THE PRESIDENT  
1111 Franklin Street, 10<sup>th</sup> Floor  
Oakland, California 94607-5200

April 24, 2023

CHANCELLORS  
ACADEMIC COUNCIL CHAIR SUSAN COCHRAN  
LABORATORY DIRECTOR MICHAEL WITHERELL  
ANR VICE PRESIDENT GLENDA HUMISTON

**Re: Systemwide Review of Proposed Revisions to Academic Personnel Manual (APM)  
Section 710, Leaves of Absence/Sick Leave/Medical Leave**

Dear Colleagues:

Enclosed for systemwide review are proposed revisions to the following sections of the Academic Personnel Manual (APM):

- APM - 710, Leaves of Absence/Sick Leave/Medical Leave

The proposed revisions are intended to address substantive matters discussed in more detail below.

### **Background**

On September 29, 2022, Governor Newsom signed AB 1041 which permits employees to take leave under CFRA to care for a “designated person” with a serious health condition. This legislation went into effect January 1, 2023. The proposed technical revisions, which were distributed for Management Consultation from March 9, 2023, through April 10, 2023, are necessary to bring APM -710 into compliance with the CFRA amendment. The proposed revisions to APM - 710 also permit the use of sick leave for designated persons.

### **Key Policy Revisions**

The proposed changes are largely technical revisions to add a designated person for family and medical leave due to changes to the California Family Rights Act (CFRA), effective January 1, 2023. Proposed substantive changes are made to the following APM - 710 section:

- 710-20 Use of Proposed Sick Leave

The proposed substantive change allows academic appointees to use accrued sick leave for medical appointments or illness of a designated person.

## Systemwide Review

Systemwide review is a public review distributed to the Chancellors, the Chair of the Academic Council, the Director of the Lawrence Berkeley National Laboratory, and the Vice President of Agriculture and Natural Resources requesting that they inform the general University community, especially affected employees, about policy proposals. Systemwide review also includes a mandatory, 90-day full Senate review.

Employees should be afforded the opportunity to review and comment on the draft policies, available on the [Academic Personnel and Programs website](#). Attached is a Model Communication which may be used to inform non-exclusively represented employees about these proposals. The Labor Relations Office at the Office of the President is responsible for informing the bargaining units representing union membership about policy proposals.

We would appreciate receiving your comments no later than **July 31, 2023**. Please submit your comments to [VP-AcademicPersonnel@ucop.edu](mailto:VP-AcademicPersonnel@ucop.edu). If you have any questions, please contact Tiffany Wilson at [tiffany.wilson@ucop.edu](mailto:tiffany.wilson@ucop.edu).

Sincerely,



Douglas M. Haynes  
Vice Provost  
Academic Personnel and Programs

Enclosures:

- 1) APM - 710, Leaves of Absence/Sick Leave/Medical Leave (clean copy)
- 2) APM - 710, Leaves of Absence/Sick Leave/Medical Leave (tracked changes copy)
- 3) Model Communication

cc: President Drake  
Provost and Executive Vice President Newman  
Executive Vice Chancellors/Provosts  
Executive Vice President and Chief Operating Officer Nava  
Senior Vice President and Chief Compliance Officer Bustamante  
Vice President Lloyd  
Vice President Maldonado  
Vice Provosts/Vice Chancellors for Academic Personnel  
Vice Chair Steintrager  
Assistant Vice Provosts/Vice Chancellors for Academic Personnel  
Associate Vice Provost Lee  
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Chief of Staff Levintov  
Chief Policy Advisor McAuliffe  
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HR Manager Crosson  
Administrative Manager Garcia  
Policy Analyst Durrin  
Policy Analyst Wilson  
Administrative Officer Babbitt