February 14, 2017

To: Rod Alferness, Dean, College of Engineering  
    Kathy Foltz, Interim Dean, College of Creative Studies  
    Steve Gaines, Dean, Bren School of Environmental Science & Management  
    John Majewski, Dean, Division of Humanities and Fine Arts  
    Jeffrey Milem, Dean, Gevirtz Graduate School of Education  
    Leila Rupp, Interim Dean, Division of Social Sciences  
    Pierre Wiltzius, Dean, Division of Mathematical, Life, and Physical Sciences

From: David Marshall, Executive Vice Chancellor

Re: Childbearing Leave and Active Service-Modified Duties

As you know, Red Binder VI-5 states that accommodations for Active Service-Modified Duties (ASMD) "shall be granted on request to any academic appointee who is responsible for 50 percent or more of the care of an infant for the period before and/or immediately following a birth, or adoption of a child under age five, in order that the parent can prepare and/or care for the infant or young child." My office provides course replacement funds to deans to assist departments with Senate faculty on Childbearing Leave and ASMD status. An allocation of $5,000 will be provided to help fund replacement costs for each course that would have been taught by a faculty member during an initial quarter of Childbearing Leave and/or ASMD. Requests for course replacement funds for full-time Unit 18 lecturers will be considered on a case-by-case basis.

As former EVC Lucas explained when announcing the availability of these central resources, these funds might not cover all of the costs of course replacement or release colleges and schools from their own responsibilities. There may be occasions when a leave extends beyond one quarter, or the cost of replacing a faculty member may be greater than $5,000. In such cases, I expect that deans will continue to fund additional replacement needs if departments cannot sufficiently modify duties and/or reassign and defer courses beyond an initial quarter of leave.

Departmental chairs should request funding through your office. To access these funds, please submit a brief request describing the period of the leave, the number of courses that were or would have been assigned to the faculty member, and the plans that are being made in the department to accommodate the leave and/or ASMD status. Attach the faculty member’s Childbearing Leave or ASMD request, the chair’s endorsement, and your approval of the leave/ASMD to your funding request. When the request is approved, the funding will be transferred directly to your office.
Your assistance with supporting and coordinating reasonable accommodations for childbearing and childrearing is an important step in ensuring the success and welfare of our faculty. Please make sure that your chairs understand the importance of these accommodations and encourage them to consult with you if there are questions about the policy or the most appropriate arrangements. The “Family Friendly Policies for Faculty” brochure also can be accessed here: http://diversity.evc.ucsb.edu/resources/faculty.worklife.resources/family.friendly.brochure.pdf.

Thank you.

cc: Henry T. Yang
    Alison Butler
    Maria Herrera-Sobek
    Lisa Daniels
    Cindy Doherty
    Chuck Haines
    Lisa Sedgwick
    Assistant Deans