SCHOOL OF MEDICINE
LEAVE POLICY GUIDELINES

Reference UCI COM Implementation procedures V. Benefits C. Paid Leave

PURPOSE

Members of the Health Sciences Compensation Plan who are eligible for sabbatical leave, leave with salary, or vacation leave, or who are granted sick leave (including leave granted under the Family Medical Leave Act) may be granted such leave at the APU base salary rate ($X + X'$) or total negotiated salary rate ($X + X' + Y$). Department compensation plan procedures must describe which salary components will be paid while a faculty member is on an approved leave of absence with pay. In order to ensure consistency in application across the School of Medicine, the following minimum requirements are established for the following types of paid leave. Once established, department practice must be applied equitably and consistently. All leaves, with or without pay, must comply with University policies and procedures.

EXTENDED SICK/DISABILITY LEAVE

Minimum requirements for departments in the School of Medicine are:

Senate Faculty (Professor, In-Residence and Clinical X series)
APU Base salary ($X + X'$) paid for a minimum of two months.

Non-Senate Faculty (Adjunct and Clinical series)
APU Base salary ($X + X'$) paid for a minimum of two months.

Faculty should be encouraged to enroll in disability insurance. The University employee paid supplemental disability policy is available with 7, 30, 90 and 180 day waiting periods.

Departments may elect to pay salary components in addition to the APU Base salary ($X + X'$) and/or for longer periods of time. Once established, department practice must be applied equitably and consistently. In no case may the salary be reduced below the APU Base.

The extended sick/disability leave policy will override the annual negotiation policy restrictions on mid-fiscal year changes to the TNS (i.e. the negotiated ($Y$) component may be reduced or eliminated).

CHILDBEARING LEAVE

A minimum of six weeks of childbearing leave will be paid at full salary ($X + X' + Y$) for a normal delivery. Eight weeks of leave at full salary will be allowed in the case of a C-section or other complications due to pregnancy. Leave may be prorated for non-Senate faculty with less than one year of service. For complete details see APM 760 - Childbearing leave, parental leave, and Active-Service Modified Duties.
OTHER LEAVES (Paid and Unpaid)

Other leaves may be granted as stated in the Academic Personnel Policies listed below. No paid leave may be granted at less than the APU base salary ($X + X'$).

Reference APM-700-Leaves of Absence/General

- Sick leave (APM – 710)
- Family and medical leave (APM – 715)
- Holidays (APM – 720)
- Vacation (APM – 730)
- Sabbatical leaves (APM – 740)
- Leave for service to governmental agencies (APM – 750)
- Military leave (APM – 751)
- Leave to attend professional meeting (APM – 752)
- Other leaves with pay (APM – 758)
- Other leaves without pay (APM – 759)
- Childbearing leave, parental leave, and Active-Service Modified Duties (APM – 760)

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