19.3 **Vacation Leave for Faculty on 12-Month Appointments**

19.3.1 Faculty Members on 12-Month appointments shall be granted paid vacation leave annually from July 1 to June 30 according to the following formula: one and five-sixths (1 and 5/6) days of earned vacation for each month worked during the year. Vacation time may be accrued from year-to-year for a maximum of three (3) years. A maximum of sixty-six (66) days may be so accrued. Vacation may be taken as soon as it has accrued (which is after the first paycheck).

19.3.2 After one year of service, Faculty Members on 12-Month appointments leaving the employ of the University shall be entitled to compensation at their current rate of pay for all accrued vacation leave up to sixty-six (66) days.

19.3.3 Librarians on ten (10) month appointments and part-time Librarians who are members of the Bargaining Unit shall receive proportionate vacation leave.

19.4 **Military Leave.** The University agrees to comply with the Federal and State Veterans Employment Acts with respect to military leave.

19.5 **Paid Parental Leave (PPL)**

19.5.1 **Eligibility.** Faculty Members are eligible for PPL upon (a) the birth of a Faculty Member’s child, (b) the placement within a Faculty Member’s home of a newly adopted child under the age of seven (7), or (c) the initiation of travel by a Faculty Member to take custody of an adopted child. A Faculty Member adopting a child over the age of seven (7) also qualifies for PPL if the adoption process requires such leave. Individuals adopting a spouse’s or domestic partner’s already-born child(ren) are not eligible.

During the period of the PPL, the Faculty Member must be the Primary Caregiver for the child.

If both parents are Faculty Members, each may take PPL, but only one may be on such leave at a time.

19.5.2 **Procedure.** A Faculty Member intending to take PPL under this section must provide his/her Academic Unit Head with
written notification at least ninety (90) days in advance of the leave, or as soon as is practicable. Such notice shall include (a) the anticipated date of the birth or adoption of the child, (b) the length of PPL desired (up to 6 weeks), (c) the semester in which PPL will be taken, (d) whether teaching release is requested, and (e) a signed affidavit attesting to the fact that the Faculty Member will be the Primary Caregiver for the child during the PPL.

The Academic Unit Head shall notify the Dean and the University Contract Administrator. PPL will run concurrently with leave under the Family and Medical Leave Act (FMLA), in cases where the Faculty Member is eligible for leave under the FMLA.

The Faculty Member will be required to provide appropriate medical documentation for the birth of the child. If the Faculty Member is eligible for leave under the FMLA, the medical certification requirements under the FMLA will govern. The medical documentation will be completed and signed by the individual’s health care provider.

In cases of adoption, the Faculty Member will be required to furnish appropriate adoption documentation, such as a letter from an adoption agency, or from the attorney in cases of private adoption.

All medical information relating to PPLs, whether verbal or written, including FMLA documentation, shall be kept confidential. All medical documents including, but not limited to, medical statements and FMLA certifications must be maintained by the University in confidential, secure files separate from personnel files.

19.5.3 Benefit. Faculty Members eligible to utilize PPL may receive:

19.5.3.1 Full release from all duties for up to six (6) weeks which shall not be taken from sick leave or vacation leave, and which will run concurrently with FMLA leave; and
19.5.3.2 Release from specifically assigned course teaching duties for the same academic semester during which PPL is taken. The Faculty Member and the Academic Unit Head shall mutually agree on a plan for alternative assignments related to the Faculty Member’s position to be completed during the course release time. All other duties are expected to continue during the semester of course release, except during the PPL time established under Article 19.5.3.1. A Faculty Member receiving course release under this Article shall not be required to carry more than a normal load before or after PPL, or more than an equivalent load of alternative duties during the time of course release.

A Faculty Member who is taking PPL under this Article will be paid his/her salary for the specified amount of time outlined in this policy. All benefits for which the Faculty Member is normally entitled shall remain in force during his/her PPL. The University will continue to pay its share of the cost of the Faculty Member’s group health insurance during a PPL. The Faculty Member’s share of the premium will be deducted from the Faculty Member’s pay in accordance with normal practice.

19.5.4 Relation to Sick Leave

In general, PPL is intended to be used in lieu of using sick leave for the birth or adoption of a child.

A Faculty Member may use accrued sick leave before the birth of a child, in accordance with Articles 17.2 and 17.6.

A Faculty Member may not use accrued sick leave or vacation days to extend the length of a PPL at the conclusion of the PPL without complying with applicable University policies. In such cases, any additional necessary time off will be subject to other leave provisions in this Agreement.
19.5.5 Timing

As PPL is intended to be used in lieu of using sick leave for the birth or adoption of a child, it is expected that PPL will be taken as soon as possible after the birth or adoption. PPL is to be taken in the semester of the birth or adoption or in the immediate next primary semester (or immediate semester for 12-month faculty). Faculty Members shall schedule PPL with input from the Academic Unit Head regarding the needs of the individual Academic Unit.

PPL must be completed within six (6) calendar months after the birth of the child or the placement of a child for adoption. In the case of a dual-faculty couple (both employed at UC and both members of the Bargaining Unit), PPL must be completed within 12 calendar months of birth. The number of children involved in a given birth or adoption shall not increase the length of PPL granted for the event.

PPL time may not be taken intermittently. If an official University holiday occurs during the Faculty Member’s PPL, the Faculty Member will receive holiday pay in lieu of a PPL day; this does not extend the length of the PPL.

19.5.6 Relation to the Tenure-Track Probationary Period and RPT.

A tenure-track Faculty Member who takes a PPL under this section may request an extension of the probationary period in accordance with Article 19.2.5.

A Faculty Member who has taken a PPL and is applying for reappointment, promotion or tenure is subject to the same RPT Criteria (established under Article 7.3.2) as other Faculty Members in his/her Academic Unit. The Faculty Member’s use of a PPL shall not factor into the reviewers’ deliberations and recommendations in the RPT process.