

## **RESOURCE LIST**

**The resources listed below are listed in the order recommended for contact. Your first resource should be your Dean’s office, who can access the other resources as appropriate.**

### **Your Dean’s Office**

#### **Office of the Vice Provost -- Academic Affairs**

5<sup>th</sup> floor, Mrak Hall

752-0963, [binsingh@ucdavis.edu](mailto:binsingh@ucdavis.edu), Binnie Singh

<http://academicaffairs.ucdavis.edu/index.html>

- Provide advice and consultation to Deans offices and Departments on issues involving academic appointees
- Collaborate with Disability Management Services to assist with coordination of leaves and accommodations
- Deliver training in areas of academic personnel management through Staff Development and customized training to academic units upon request

#### **Disability Management Services**

HR Administration Building

752-6008 Fredna Karneges, [fjkarneges@ucdavis.edu](mailto:fjkarneges@ucdavis.edu)

752-7227 David Ritz, [daritz@ucdavis.edu](mailto:daritz@ucdavis.edu)

[http://www.hr.ucdavis.edu/worklife-wellness/Disability\\_Management/?searchterm=disability\\_management\\_services](http://www.hr.ucdavis.edu/worklife-wellness/Disability_Management/?searchterm=disability_management_services)

Disability Management Services provides services mandated by federal and state laws; UC Policies and Procedures to faculty and staff with disabilities. This program provides technical assistance to supervisors and managers on all aspects of disability management, Americans with Disabilities Act compliance, and reasonable accommodations, work-related and non-industrial medical conditions.

#### **Campus Counsel**

Michael Sweeney, Senior Campus Counsel

754-6295 , [mfsweeney@ucdavis.edu](mailto:mfsweeney@ucdavis.edu)

#### **Compliance**

Wendi Delmendo, Chief Compliance Director and ADA Coordinator

Accessibility Issues, <http://accessibility.ucdavis.edu/accessibility-resources/index.html>

752-9466, [widelmendo@ucdavis.edu](mailto:widelmendo@ucdavis.edu)

#### **Academic & Staff Assistance Program (ASAP)**

Guilbert House, 112 A St., Davis

752-2727, <http://www.hr.ucdavis.edu/worklife-wellness/ASAP>

ASAP provides confidential, cost free assessment, intervention, consultation and referral services to all UCD faculty, staff and their immediate families.

## **IMPORTANT LAWS AND POLICIES**

FEHA (Fair Employment and Housing Act)

ADA (Americans with Disabilities Act)

FMLA (Family and Medical Leave Act)

CFRA (California Family Rights Act)

Academic Personnel Manual (APM)

(Table of Contents: <http://manuals.ucdavis.edu/apm/apm-toc.htm>)

<http://accessibility.ucdavis.edu>

Helpful sections:

APM 080 – Medical Separation (NEW POLICY)

<http://www.ucop.edu/academic-personnel/files/apm/apm-080.pdf>

APM 710 – Leaves of Absence/Sick Leave

<http://www.ucop.edu/academic-personnel/files/apm/apm-710.pdf>

APM 711 - Reasonable Accommodation for Academic Appointees with Disabilities (NEW POLICY)

<http://www.ucop.edu/academic-personnel/files/apm/apm-711.pdf>

APM 715 – Leaves of Absence/Family Medical Leave

<http://www.ucop.edu/academic-personnel/files/apm/apm-715.pdf>

APM 740 – Leaves of Absence/Sabbatical Leaves

<http://www.ucop.edu/academic-personnel/files/apm/apm-740.pdf>

APM 760 – Leaves of Absence/Family Accommodations for Childbearing and Childrearing

<http://www.ucop.edu/academic-personnel/files/apm/apm-740.pdf>

APM 133 – Limitation on Total Period of Service with Certain Academic Titles (Extending the Tenure Clock)

<http://www.ucop.edu/academic-personnel/files/apm/apm-133.pdf>

Provost's Office/Academic Affairs – Work Life Program

<http://academicaffairs.ucdavis.edu/programs/work-life/index.html>