Postdoc Administrators Quarterly Meeting
February 7, 2019
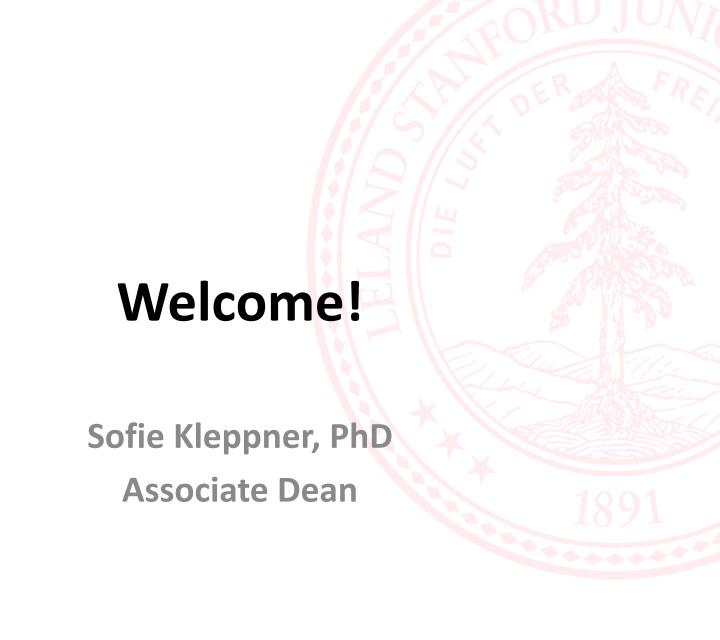
Stanford | **Office of Postdoctoral Affairs**
All Postdocs. All the Time.

Agenda

❖ **Welcome!**

❖ **IDEAL – Sofie**

❖ **Affordability Assessment – Sofie**

❖ **PRISM – Robin**

❖ **Leave Policy – Denise**

❖ **BI Report - Shannon**

Welcome!

Sofie Kleppner, PhD

Associate Dean

IDEAL

Sofie Kleppner, PhD
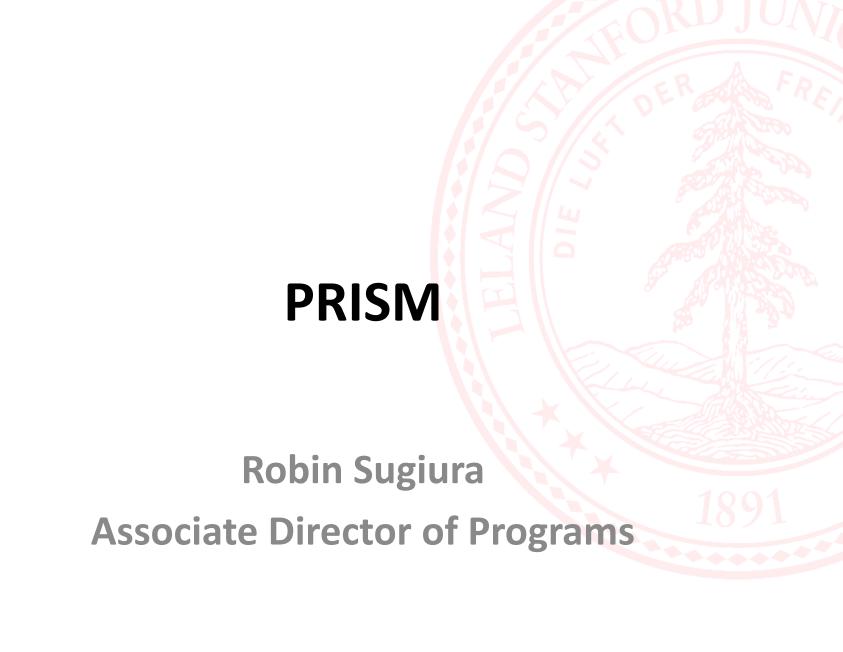
Associate Dean

Affordability Assessment

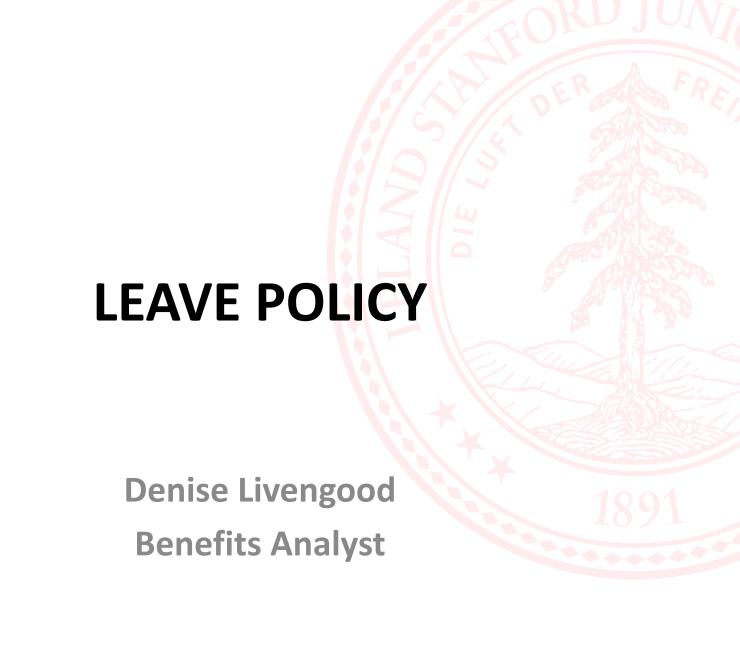**Sofie Kleppner, PhD**

Associate Dean

Affordability Assessment

- University's Affordability Task Force is running an affordability assessment (via survey)

- Aim is to *"identify near-term and long-term solutions that will work for our community"*

- Active postdocs appointed by 12/31/2018 were sent a link to compete the survey

- Open through Feb 8th

PRISM

Robin Sugiura
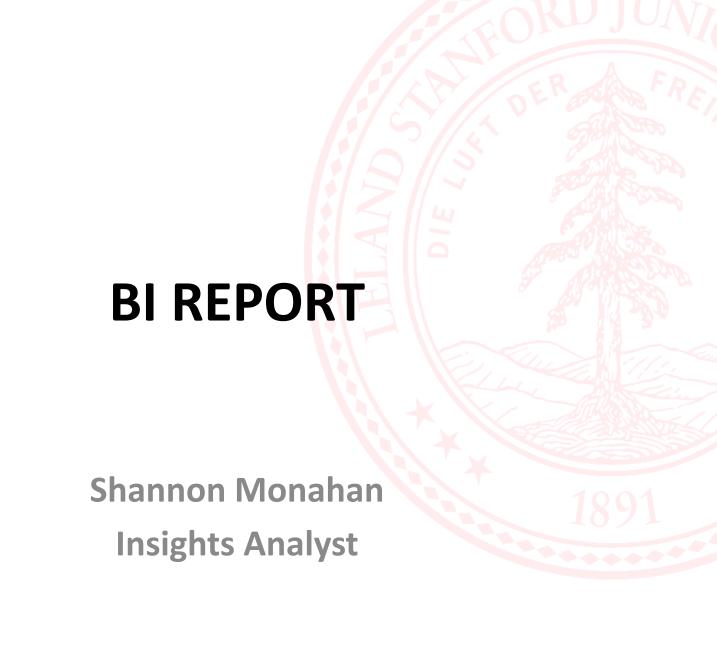
Associate Director of Programs

PRISM

- It's happening!!!
- 33 recruits
- 75 faculty interviewing
- ...across 4 schools
- Here between Feb 18-23rd
- Candidates may approach you, our fearless admins, with questions

LEAVE POLICY

Denise Livengood

Benefits Analyst

Leave Policy

Original	New
PAID LEAVE (changes to accrual) THIS IS NOT A VACATION POLICY **(in addition to University Holidays)**	
Sick Leave – 15 days 24 hours at appointment, Accrue 1 day/month **Vacations – 12 days** Accrue 1 day/month Must be used within calendar year	**Sick Leave – 12 days** Available Jan 1st Pro-rated for new appointments that begin after January; 24 hours (3 days) lump sum*; 0.75 days per month for remainder of year Requires Faculty **notification** **Time off with pay - 15 days** Available Jan 1st Pro-rated for new appointments that begin after January – 1.25 days/month pro-rated Requires Faculty **approval** regarding timing * required compliance with CA Labor Law
Total 27 days	**Total 27 days**
UNPAID LEAVE **the approval process has been modified to include OPA**	
Requires faculty **approval** (& funding agency if relevant)	Requires faculty **approval** (& funding agency if relevant)
	Must be approved by OPA
Beyond 90 days requires approval	90 day limit
Cost of benefits may be transferred to postdoc (Note that this only applies to certain unpaid leave.)	Cost of benefits may be transferred to postdoc (Note that this only applies to certain unpaid leave.)

BI REPORT

Shannon Monahan

Insights Analyst

BI Report

- New report is currently being tested in the BIUAT test environment

- Will provide a list of all of your active postdocs with department, start/end date, faculty sponsor, etc.

- Security based on the same security given in PD Webforms

Open Forum

Questions?

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https://stanford.service-now.com/postdoctoral_services

Postdoc Benefits: postdocbenefits@stanford.edu (not Service-Now)

Note: please do not email postdocaffairs@stanford.edu for urgent matters.