Postdoc Administrators
Quarterly Meeting
February 7, 2019

Office of Postdoctoral Affairs
All Postdocs. All the Time.

Office of Postdoctoral Affairs
postdocs.stanford.edu
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

<table>
<thead>
<tr>
<th>Original</th>
<th>New</th>
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<tbody>
<tr>
<td><strong>PAID LEAVE (changes to accrual)</strong>&lt;br&gt;<strong>THIS IS NOT A VACATION POLICY</strong>&lt;br&gt;(in addition to University Holidays)</td>
<td><strong>Sick Leave – 12 days</strong>&lt;br&gt;Available Jan 1st&lt;br&gt;Pro-rated for new appointments that begin after January; 24 hours (3 days)&lt;br&gt;lump sum*; 0.75 days per month for remainder of year&lt;br&gt;Requires Faculty notification&lt;br&gt;Time off with pay - 15 days&lt;br&gt;Available Jan 1st&lt;br&gt;Pro-rated for new appointments that begin after January – 1.25 days/month pro-rated&lt;br&gt;Requires Faculty approval regarding timing&lt;br&gt;* required compliance with CA Labor Law</td>
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<td><strong>Sick Leave – 15 days</strong>&lt;br&gt;24 hours at appointment,&lt;br&gt;Accrue 1 day/month</td>
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<td><strong>Vacations – 12 days</strong>&lt;br&gt;Accrue 1 day/month&lt;br&gt;Must be used within calendar year</td>
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<tr>
<td><strong>Total 27 days</strong></td>
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### UNPAID LEAVE<br>the approval process has been modified to include OPA

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<th>Requires faculty approval (&amp; funding agency if relevant)</th>
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<td><strong>Must be approved by OPA</strong></td>
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<td>Beyond 90 days requires approval</td>
<td>90 day limit</td>
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<tr>
<td>Cost of benefits may be transferred to postdoc (Note that this only applies to certain unpaid leave.)</td>
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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?

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.