

**MEMORANDUM**

Office of the Provost

**C. L. Max Nikias**  
Provost and  
Senior Vice  
President for  
Academic Affairs

**To: Tenured and Tenure-Track Faculty**

**From: C. L. Max Nikias** (C. L. Nikias)

**Date: April 11, 2006**

**Subject: Faculty Career Flexibility Survey**

Let me share the good news that USC has been invited to compete for a Sloan Award for Faculty Career Flexibility which would enhance funding for our work/life programs and practices. I encourage you to participate in a faculty survey which will help us assess how well we are doing and what improvements are needed; the survey is part of our Sloan Award application. To participate in the survey, please go to [survey.clearpicture.com/Sloan\\_Faculty](http://survey.clearpicture.com/Sloan_Faculty). Sign in to the secure survey using your preferred USC email address.

Following up on the Family-Friendly Initiative I wrote you about in December, I am writing also to remind you of some key USC policies which support your personal and professional lives, and to give you advance notice that the USC Center for Work and Family Life and an informational website are about to be launched.

Because of my own wife's experiences, and looking forward to what my daughters' lives will be like, I am personally very conscious that the competing demands of work and family life can be more challenging than ever in today's hectic world. I want to ask senior faculty and department chairs to make your best efforts to ensure that there is a warm and encouraging climate for colleagues who take advantage of our policies on leaves, tenure extension and flexibility to support work/family balance. Of course there never should be any adverse effect on their careers, merit ratings or tenure decision.

I am working with the Academic Senate on a new Faculty Handbook section to further improve our policies, but I want to remind you that under **current** USC policy, if you need flexibility to care for parents, a spouse, etc., you can apply for a leave or active service duty modification (part-time leave.) If you are on a modified contract (50% effort or more) you continue to receive the usual university contribution to health insurance premiums, and most other university benefits. If you are a new parent (including adopting a child under six) you can:

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- receive ten weeks of paid leave of absence;
- if you are in the probationary period, automatically receive a one-year extension of the Tenure Decision Date; and
- may request active service modified duties (part-time leave) to accommodate parenting needs (in addition to disability benefits, paid leave, or both.)

The Sloan survey on faculty career flexibility is not only part of our application for the Sloan Awards; it will help guide us in improving our support to you during your USC career. All responses will be kept strictly confidential: anonymity will be preserved. Your participation in the survey is completely voluntary. Your participation will ensure a truly representative sample of USC faculty that will aid us in better serving you and your colleagues in the future.

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To access the online Faculty Questionnaire, type or cut-and-paste the link below into your browser:

[survey.clearpicture.com/Sloan\\_Faculty](http://survey.clearpicture.com/Sloan_Faculty)

Sign in using your preferred USC email address.

If you are unable to complete the questionnaire because of technical problems, you may call Kelly Sakai at 212-981-2559 between 10:00 a.m. and 6:00 p.m. Eastern Time for assistance.