

## **CHAPTER 9: ACADEMIC AND WORK-LIFE BALANCE\***

The University seeks to assist faculty in balancing their academic commitments and family life. In particular, it is in the interest of both the University and society as a whole that the demands of childbearing and childrearing and/or the responsibility of caring for family members in need do not discourage talented women and men from pursuing academic careers.

### **General Provisions**

1. When this chapter mentions a “child” or “children” that means a biological or adopted child of the faculty member (or of the faculty member’s spouse or partner) who lives with the faculty member.
2. When this chapter mentions “faculty,” that includes all full-time faculty, tenured, tenure-track, and non-tenure-track (except visiting appointments), except where a provision specifically refers to tenured or probationary faculty.
3. Requests under this chapter are submitted by the faculty member, in writing, to the department chair/program director, the dean, and then to the Senior Vice President for Academic Affairs and Provost for final adjudication.
4. When this chapter mentions that the individual is “entitled,” the right is provided automatically upon proper notification by the individual to the dean and Vice President for Academic Affairs and Provost, as long as the notification is accompanied by documentation satisfactory to the Provost.

### **Personal Leaves**

Personal leave policies are detailed in Chapter 3 of this handbook.

### **SECTION 9.1 PAID PARENTAL LEAVE**

A full-time faculty member is entitled to receive a six-week paid parental leave in connection with the birth or adoption of a child to commence within six months of the birth or adoption. If they are the lead faculty of semester-long courses, the faculty member will have no teaching assignments in the semester of their choice within six months prior to or following the birth or adoption. In the School of Medicine (which is not on a semester schedule), teaching assignments have to be negotiated with the department chair and dean and the faculty member only receives a six-week leave, irrespective of the timing in the academic year. For the timing of the leave, coordination with other leaves and benefits, and other conditions, see Section 9.5 below.

### **SECTION 9.2 EXTRAORDINARY FAMILY RESPONSIBILITIES**

Extraordinary circumstances are normally external, unanticipated and beyond the control

*\*Any change to this chapter requires two readings at separate regular meetings of the University Senate and a 2/3 vote of those present.*

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of the individual. They do not include events the impact of which could have been controlled or avoided through the exercise of due diligence.

To accommodate extraordinary family responsibilities (for example, the need to provide unexpected physical or psychological care for a child, spouse or relative, or coping with an unexpected death in the family), the Senior Vice President for Academic Affairs and Provost (with the recommendation of the dean) may approve:

- (1) part-time leave, with reduced duties at proportionate compensation, up to two years.
- (2) unpaid leave of absence, up to one year, to run concurrently with any leave provided by law.
- (3) modified responsibilities, up to two years, where the faculty member is given special consideration as to assignments of substantial service, large classes, night classes and new course preparations.
- (4) a probationary faculty member may request a reduced teaching and service load for up to a maximum of one year without reduction in pay, subject to the approval of the dean and Senior Vice President for Academic Affairs and Provost.

### **SECTION 9.3 LENGTH OF PROBATIONARY PERIOD**

- (1) If a probationary faculty member is a parent or primary caregiver of a newly born or newly adopted child, he/she shall be entitled –at his/her own discretion-- to an extension of up to one year in the probationary period.
- (2) The faculty member must notify, before the academic year of review, the appropriate dean in writing of her/his intention to extend the probationary period.
- (3) Up to one year may be added to the probationary period of any faculty member to accommodate family responsibilities, including caring for a child or children or relatives, subject to the approval of the dean and the Senior Vice President for Academic Affairs and Provost.
- (4) A faculty member who qualifies under more than one of the preceding subsections is entitled to have two years added to the probationary period. Absent special approval by the dean/Senior Vice President for Academic Affairs and Provost, however, there shall not be more than a total of two years added to the probationary period for any reason or combination of reasons under this chapter or other policies.

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- (5) A faculty member whose probationary period has been extended will nevertheless be entitled, if he or she wishes, to be considered for tenure as if there had not been an extension.

#### **SECTION 9.4 EXPECTATIONS CONCERNING SCHOLARLY PRODUCTIVITY**

A faculty member's taking of a paid parental leave or an extension of the probationary period as provided in this chapter will not increase the expectations for scholarly productivity on account of the leave or extension.

#### **SECTION 9.5 COORDINATION AND CONDITIONS OF PAID PARENTAL LEAVE**

Paid parental leave is to be fully coordinated with other leave and benefit provisions, so as to avoid duplication. Accordingly, paid parental leave will run concurrently with any leave provided by law in connection with the birth or adoption of a child. Similarly, when a faculty member is eligible to receive maternity-related disability benefits or paid family leave benefits while on leave connected with the birth or adoption of a child, the paid parental leave will run concurrently to and supplement the benefits that the individual would be entitled to receive, so as to equal full pay for up to six weeks. For any of these leave benefits to be utilized, the faculty member must be placed on official FMLA (Family Medical Leave Act) leave with Human Resources.

Paid parental leave is not convertible to a cash benefit under any circumstance.