

V. Parental Leave

Parental leave for designated full-time faculty

A. Availability of Parental Leave

When a full-time faculty member who has the title of assistant professor, associate professor, full professor, lecturer, or instructor, becomes the parent of a child, either by childbirth, adoption, or foster-child placement, they are eligible, upon written request to their Department Chair and Dean, to be granted a paid parental leave of one semester as described in this Policy. The Dean will forward this request to Human Resources. Faculty with a “visiting” appointment are not eligible for leave under this policy.

The request for Parental Leave should be made as soon as reasonably possible after the need for a leave becomes known, in order to minimize the administrative burden of ensuring adequate course coverage. If a faculty member and his or her spouse or domestic partner would otherwise both be eligible for parental leave under this Policy, either one, but not both, may take the leave provided in this Policy.

B. Agreement

Any agreement for a parental leave under this Policy shall be in writing. The agreement shall include a certification by the faculty member that the purpose of the leave will be to serve as caregiver for that child during the period of leave or during any subsequent semester that begins no later than six months after the birth, adoption, or placement. The agreement should also describe the relationship between the parental leave provided under the Policy and the Family and Medical Leave Act (FMLA) as set for in section G.

C. Salary, Benefits and Responsibilities During Leave

A faculty member who takes parental leave under this Policy shall receive the same salary and benefits, including any salary increases, that he or she would have received that semester if not on leave, and shall be relieved of his or her normal duties and responsibilities during the period of leave as follows:

1. **Teaching and Advising:** The faculty member shall be relieved of the obligation to teach and advise during the semester in which the leave is taken.
2. **Professional Activities:** The faculty member shall be relieved of research and scholarship expectations for the semester in which the leave is taken.
3. **Service to the University and Governance:** The faculty member shall be relieved of all faculty governance and service responsibilities, including committee work, for the semester in which the leave is taken.

D. Timing of the Parental Leave

At the option of the faculty member, the parental leave provided by this Policy may be taken during the semester in which the child is born, placed for adoption, placed for foster care, or during any subsequent semester that begins no later than six months after the birth, adoption, or placement. Leave taken under this policy may be taken only once in a rolling 12-month period. In special circumstances, additional unpaid leave with continuing benefits may be taken, subject to the approval of Academic Affairs. If the leave occurs at approximately the same time as a previously arranged FDL or sabbatical leave, that sabbatical or FDL will be in addition to the parental leave, and not a substitute for it.

E. Effect on Probationary Period (Where Applicable)

1. If the faculty member is non-status but status-track, the time that he or she spends on parental leave under this Policy may not count toward the probationary period, at the faculty member's discretion.
2. The timing of any intermediate or major reviews during the probationary period may be adjusted in a manner consistent with the extension of the probationary period as provided in this section, at the faculty member's discretion. It is expected that a decision by the faculty member to stop the tenure clock during this leave will not be viewed negatively, and that there will be no retaliatory or punitive measures resulting from this choice.

F. Medical Incapacitation

Any parental leave taken under this Policy shall be in addition to any leave granted because of medical incapacitation. In particular, if a pregnancy results in medical incapacitation to complete one's job responsibilities, this short-term or long-term disability period shall be treated separately from the intended leave granted via this policy for purposes of care giving. Also, special circumstances such as premature birth of a child, birth of a child with a medical disability or special needs, and other such unforeseen circumstances shall be handled with other medical and/or disability leave.

G. FMLA

The benefits afforded faculty under this Policy are intended to be consistent and not in conflict with rights afforded under the FMLA. Any leave taken under this Policy, to the extent that it also qualifies for FMLA leave, is intended to count as FMLA leave, and the written agreement should clearly state that intention.

H. Replacement of Faculty During Leave

While each university department has unique circumstances, it is expected that, where possible, coverage for faculty on leave will be handled through the use of adjunct faculty, rather than hiring full-time temporary replacement positions with benefits.

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