

## Expansion of leave provisions to care for children and family members

(Proposed changes in green)

**Draft**

Approved by the Benefits Committee – March 2, 2015

### Step 1

- **Zero budgetary implications.**
- **Available immediately.**

Staff	Faculty
<b>Family leave</b> (5.360 of Staff Handbook): <ul style="list-style-type: none"> <li>▪ Flexible work schedule should be made available by the supervisor for 8 weeks after returning from STD leave</li> </ul>	<b>Parental leave</b> (5.260 of Faculty Handbook): <ul style="list-style-type: none"> <li>▪ Exempt from committee and advising duties for 1 semester</li> <li>▪ Stop tenure-clock for 1 year</li> </ul>

Estimated annual costs: none

### Step 2

- **Moderate increase in leave generosity + equalization of staff and faculty leaves;**
- **Available in a year in which the October approved budget is in surplus and the money borrowed this year has been repaid.**

Staff	Faculty
<b>Emergency leave with pay:</b> ( <i>urgent personal matters</i> ) <ul style="list-style-type: none"> <li>▪ Can be accumulated up to 36 days;</li> <li>▪ Preserve 3 days after returning from STD leave (now 0 days);</li> </ul> For: <ul style="list-style-type: none"> <li>▪ Medical appointments;</li> <li>▪ Personal leave for emergency reasons;</li> <li>▪ Court attendance;</li> <li>▪ Inclement weather;</li> <li>▪ <del>up to six days can be taken for birth, adoption, by the employee and spouse/partner;</del></li> <li>▪ <del>Illness/death of a member of employee's immediate family;</del></li> <li>▪ When necessary, can borrow emergency leave days from future self to make up for maximum; have to be re-paid in case of voluntary resignation.</li> </ul> <b>Parental leave:</b> <ul style="list-style-type: none"> <li>▪ Can use up to 2 weeks of emergency leave days for birth, adoption, and placement in foster care by the employee and spouse/partner;</li> </ul> <b>Family leave:</b> <ul style="list-style-type: none"> <li>▪ Can use up to 1 week of emergency leave days for illness/death of a member of employee's immediate family;</li> </ul>	<b>Emergency leave:</b> ( <i>restricted uses</i> ) <ul style="list-style-type: none"> <li>▪ Can be accumulated up to 30 days;</li> <li>▪ Preserve 3 days after returning from STD leave);</li> </ul> For <ul style="list-style-type: none"> <li>▪ STD;</li> <li>▪ Birth/adoption/foster</li> <li>▪ Family illness/death;</li> <li>▪ When necessary, can borrow emergency leave days from future self to make up for maximum; have to be re-paid in case of voluntary resignation.</li> </ul> <b>Group short-term disability:</b> <ul style="list-style-type: none"> <li>▪ Short-term disability coverage begins after the employee has exhausted all of her/his emergency leave.</li> </ul> <b>Parental leave:</b> <ul style="list-style-type: none"> <li>▪ Can use up to 2 weeks of emergency leave days for birth, adoption, and placement in foster care by the employee and spouse/partner;</li> </ul> <b>Family leave:</b> <ul style="list-style-type: none"> <li>▪ Can use up to 1 week of emergency leave days for illness/death of a member of employee's immediate family;</li> </ul>

Estimated annual costs:

- 2 births/adoptions/foster faculty per year: 80% =>100% for 1 month:  $\$1,012 * 2 = \mathbf{\$2,024}$  (based on average salary of an assistant professor in 2013-2014)
- 2 family emergency/illness, 1 week: from **no cost** (re-schedule, cancel classes) to  $\$1,500 * 2 = \mathbf{\$3,000}$  (based on average salary of an associate professor in 2013-2014)
- Additional annual cost range from **\\$2,024** to **\\$5,024**

### Step 3

- **Recommend when the college is in sound and sustainable financial position**

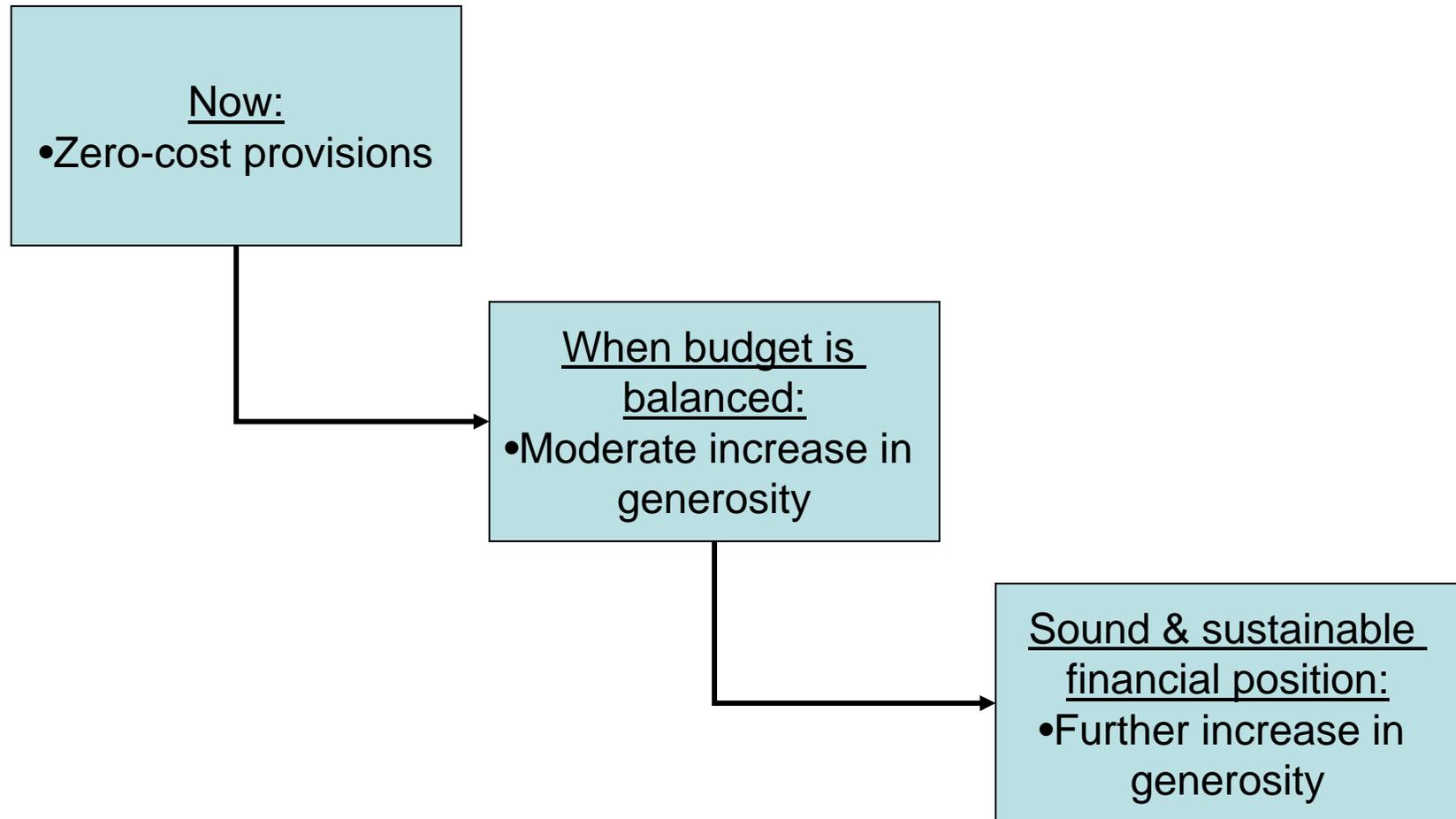
Faculty' **Parental Leave:**

- 3/6 course release for faculty with newborn/adopted/foster children

Estimated annual costs:

- Salary of an adjunct instructor: 2 faculty per year \* 3 courses \*  $\$6,000 = \mathbf{\$36,000}$

# 3-step solution



# March 2014 survey results

- 50 responses; 22 staff, 27 faculty; 37 female, 12 male; 1 male staff
- **General:** Lack of awareness; asking for clearer explanations on the website; Only few used the policies; Equality is important when it comes to definition of benefits; Pregnancy should not be considered a disability – offensive; need a clearer explanation of parental leave on the website; Paternity leave is needed; Infant care on campus would be beneficial; Discounts on daycare; More effective communication of benefits
- **Faculty** – one semester off would be great; Need care leave for parents; Medical costs are high. Financial burden on those who need help. Faculty should be able to use sick leave? Stop tenure-clock.
- **Staff** – new mothers have to use all emergency days before STD kicks in; no time left if infant gets sick. This happens frequently because of environment in daycare facilities; Some staff are satisfied with current policies, others realize policies need to change to make institutions more competitive;

# Peer/Aspirants/Quaker

## *Policies available beyond FMLA?*

- **Peers:** 5 out of 11 researched schools with available information
- **Aspirants:** 8 out of 11 researched schools with available information
- **Quaker:** 5 out of 6 researched schools with available information
  
- Common benefits:
  - 6-9-12 weeks at 100% (medical);
  - 1-2-3 course reductions;
  - Mother + father