

## Arrival of Children Policy

### Background:

Iowa State University has been developing a policy regarding “**Supporting the Arrival of Children for ISU Faculty and P&S Employees.**” The most current working draft of that policy Revised 01/11/02, originally dated 11/19/01, is attached to this cover memorandum.

During the fall semester the Faculty Senate Committee on Women and Minorities and the University Committee on Women have been meeting with the Office of the Provost to help shape the policy. As the result of several meetings, the two committees developed a statement of principles and concerns regarding the policy draft dated 11/19/01 [**not** the revised document before you]. The Faculty Senate Executive Board has received that statement, and it too is included here following the Action Requested section because it articulates a number of key principles of import to the faculty.

### Action Requested:

**1) Critique and Input:** Members of the Senate are asked to offer their comments regarding the policy “Supporting the Arrival of Children ..” to the Chair of the Faculty Senate Committee on Women and Minorities Connie Post <cjpost@iastate.edu>, or to Chair of the FDAR Council Gregory Palermo <gpalermo@iaste.edu>. We will prepare a consolidated list of concerns/comments and forward them to the Executive Board, the Office of the Provost, and the Senate at its next regular meeting.

**2) Formal Faculty Senate Position:** At the next regular Faculty Senate meeting, the Senate will be asked to take a formal position regarding the proposed policy.

The following is provided as background during your review of the draft policy proposal.

### Joint Statement Regarding Arrival of Children Policy,

Faculty Senate Committee on Women and Minorities, and University Committee on Women  
From the minutes of 12/14/01.

**“Old Business:** The Faculty Senate Committee on Women and Minorities continued its discussion of the "Supporting the Arrival of Children for ISU Faculty and P&S Employees" policy submitted by the Office of the Provost, [dated 11/19/01 in preparation for Cabinet Meeting 11/26/01]. Discussion of the policy revealed that concerns about it expressed by members of the W&M Committee are shared by the University Committee on Women, according to Jackie Litt, UCW Chair. We are jointly concerned about the following matters:

- 1. Broadening the policy:** Both committees believe that the policy is not broad enough. Elder care and guardian care, for example, should be included as part of its scope.
- 2. Funding the policy:** Both committees want to investigate the possibility of pooling catastrophic leave as a way of funding parental leave for faculty.

**3. Minding the tenure clock:** Both committees are concerned about how the policy may impact the "tenure clock": will "stopping the clock" be an option only for faculty who take full parental leave? The probationary period should continue to be one of comparable equity, in terms of time and performance, with the standard profile of tenure-eligible faculty.

**4. Comparing policies of peers:** Both committees want a review of Peer-11 institutions to determine what constitutes a benchmark for such a policy. Apparently some comparative material was assembled in 1997, but it does not appear that the material covered all eleven of our peer institutions. Susan Carlson, Associate Provost, has offered to have her office collect this data.

**5. Checking AAUP guidelines:** Both committees want to review the policy in light of relevant AAUP guidelines.

Despite our joint concerns, UCW and W&M believe that we should move forward on this matter, even if we decide to qualify our recommendation of the policy in a response to the Office of the Provost. Therefore, the full membership of the FS Committee on Women and Minorities will be polled to determine if they support the following resolution to be presented to the FDAR Council [the Committee was polled and voted to support the resolution that follows]:

*Be it resolved that the Faculty Senate Committee on Women and Minorities approves, with qualifications, the "Supporting the Arrival of Children for ISU Faculty and P&S Employees" policy issued by the Office of the Provost. This qualified approval requires a formal review of the policy within a year."*

## **Supporting the Arrival of Children for ISU Faculty and P & S Employees**

**PURPOSE:** Iowa State University recognizes that pregnancy, birth and adoption are special circumstances impacting the work lives of individuals in different ways. It is the university's policy to support flexible and reasonable workload adjustments for these circumstances. This policy provides a guide in assisting and planning for enhancing the work lives of eligible faculty and Professional and Scientific employees within a year of the child's arrival in the home.

It is intended that the university and its faculty and staff work together to accommodate the arrival of children in the work lives of full time adjunct faculty, Professional and Scientific employees, and tenured and tenure-track faculty. Specifically, this policy encourages and supports managers who reasonably accommodate a physical absence through a written plan.

### **What the university does:**

- Adheres to the rights of employees authorized in FMLA.
- Provides resources to departments to assist in building a "bridge plan" for activities, justified and matched by the relevant department.
- Allows physical absence from work place as part of a written, agreed-upon plan that provides new parents flexibility in sustaining both the family and professional components of their lives.
- Provides consultation to departments and individuals so as to allow liberal use of leave accruals and unpaid leave as a component of the plan.
- Assists the department in identifying resource strategies and support to the employee's transition and return to the department.

### **What the individual does:**

- Consults early with DEO or director or supervisor when the need for parental need is anticipated.
- Accepts responsibility for developing a proposed plan. The plan should encompass proposed length of plan, duties, scheduling, provisions for regular contact with the DEO and Department, needs for computing or other facilities or equipment and, in the case of tenure-eligible faculty, any extension of the probationary period. (See The Faculty Handbook regarding extension of the probationary period.)
- Maintains consistent communication with department and willingness to consider changes to the plan as circumstances may change.
- Retains liability for income taxes, medical premiums, and employee portions of relevant University benefits and retirement programs.

### **What the department does:**

- Works with the individual employee to review and develop a written plan which, consistent with departmental needs, provides flexibility in course and work schedules, committee responsibility, and advising duties.
- Works with the tenure-eligible individual to assess appropriateness of changes in the probationary period. (See The Faculty Handbook regarding extension of the probationary period.)
- May support electronic connectivity to assist individual in sustaining involvement in projects from a home environment or through other strategies, which also serve to support the transition and return to work.
- Maintains consistent communication with individual and considers changes to the plan as circumstances may change.
- Retains liability in the departmental budget for employer paid portions of relevant University benefits and retirement programs.
- Forwards plan for final approval to the College and Provost or to the relevant Vice President.