

## **PARENTAL LEAVE POLICY**

The following Parental Leave Policies are intended to establish and clarify the leaves available to University staff in cases of pregnancy, childbirth, and adoption.

### **1.0 Medical Maternity Leave**

- 1.1 The time during which an employee is unable to work because of a medical disability caused or contributed to by pregnancy, miscarriage, termination of pregnancy, childbirth and recovery there from, will be covered by the provisions of the University's sick leave policy or by the provisions of the University's disability leave program, depending on the category and associated leave eligibility of the affected staff member. Staff is therefore eligible for paid leave for such absences under the provisions of the applicable leave policy.
- 1.2 There shall be no stipulated medical maternity leave requirement either before or after childbirth. Leave requirements will vary depending upon each employee's individual circumstances, and the advice of an attending physician or other licensed health care provider will normally determine the appropriate length of leave. An eight-week total leave period for pre-partum and post-partum care and recovery, during which time the employee will be excused from all duties, will be considered normal; however, more or less leave time may be taken based upon individual health circumstances.
- 1.3 The provisions of Section 3.4.3.3 of the Bylaws of the Board of Regents and associated administrative policy permitting paid leave to be reduced by the amount required to compensate a substitute shall not be exercised in cases of medical maternity leave.

### **2.0 Paternal Leave to Provide Care/Assistance to Mother and/or Child**

- 2.1 For those employees who wish to take leave upon the birth of a child because the health of the employee's spouse or child requires the employee's presence, or because such presence would be beneficial to the employee's spouse or child, up to five days paid leave may be taken, chargeable to either sick leave or disability leave depending on the employee's appointment category.
- 2.2 The provisions of Section 3.4.3.3 of the Bylaws of the Board of Regents and associated administrative policy permitting an employee's paid leave to be reduced by the amount required to compensate a substitute shall not be exercised in cases of such paternal leave.

### **3.0 Adoption Leave**

- 3.1 Newly adoptive parents may take up to eight weeks paid leave upon the adoption of a child to provide care and assistance to the child chargeable to either sick leave or disability leave depending on the employee's appointment category.
- 3.4 A newly adoptive parent, who is the primary care giver may take up to eight weeks paid leave upon adoption of a child to provide care and assistance to the child chargeable to either sick leave or disability leave depending on the employee's appointment category. The declaration of which parent is the primary care giver is made by the adopting parents. The non-primary caregiver of the adopted child may take up to five days paid leave to provide assistance in the care of the child.

- 3.5 The provisions of Section 3.4.3.3 of the Bylaws of the Board of Regents and associated administrative policy permitting an employee's paid leave to be reduced by the amount required to compensate a substitute shall not be exercised in cases of adoption leave.
- 4.0 Family/Medical Leave Act/Policy Coordination
- 4.1 Under the federal Family Medical Leave Act (FMLA), and related University policy, eligible staffs have a right to take up to twelve weeks leave for certain qualifying events, including the birth of an employee's child or the placement of a child through adoption, and care of the child upon birth or placement through adoption. Any parental leaves taken pursuant to the foregoing parental leave policies are, by definition, related to qualifying events under the FMLA, and will therefore be considered part of the twelve week FMLA leave period.
- 4.2 Family Military Leave for parents/employee who has a spouse, a child, or are designated as the next of kin for a military service member ....see fed regs.