

April 27, 2009

## **PARENTAL LEAVE POLICY EXECUTIVE SUMMARY**

### **Recommendations for Replacement of Current Policy for Faculty**

Case Western Reserve University is committed to providing family friendly leave programs across all Colleges and Schools to improve faculty members' quality of life by helping them balance work and family lives. To this end, it is recommended that a new Parental Leave Policy for faculty be created that will provide:

- Up to sixteen weeks (16 weeks) of paid parental leave during the academic year(s) for faculty primary caregivers, including guardians, to care for and bond with a newborn, adopted or foster child under the age of 6; the leave period is expected to be continuous unless other arrangements are agreed to by the parent/faculty member and Dean of his or her respective School
- Up to 3 weeks of paid parental leave for secondary caregivers and domestic partners to care for and bond with a newborn, adopted, or foster child
- Both a mother and a father, as well as both domestic partners, foster parents and guardians who are employees of CWRU can take this leave
- The parents shall designate which caregiver is the primary and which one is the secondary under the University paid parental leave policies
- The paid parental leave workload release will replace the current workload release policy of teaching and service. The new policy releases a faculty member from research, scholarship, teaching and service duties
- For purposes of the 16 consecutive weeks, for a faculty on a nine-month contract, the year is defined as the first day of classes in August to graduation in May; for faculty on a twelve-month contract the year extends from July 1 to June 30.

## Current Policy

## Recommended Policy

### Faculty

- One academic semester workload release for primary caregivers following each live birth or each adoption of a child under the age of 6
  - Workload release is limited to a release from teaching and service duties only
- Up to a 16 weeks of continuous paid parental leave for the primary caregiver at 100% of the pay and benefits the faculty member would have received that semester if not on leave to allow for the care and bonding with a newborn, adopted, or foster child (or children, in the case of multiple births, adoptions, or multiple placements). At the option of the faculty member, the parental leave provided by the Policy may be taken during the semester in which a child is born, adopted, or becomes a foster child, across a portion of two semesters, or during any subsequent semester that begins no later than twelve months after the birth, adoption, or placement of a foster child or child under guardianship allowing for the relief of a sixteen week workload (equivalent to a semester).
  - Up to 3 weeks of paid parental leave is also available for secondary caregivers, domestic partners, foster parents, guardians, or adoptive parents to care for and bond with a newborn, adopted, foster, or child placed in guardianship (or children, in the case of multiple births, adoptions or multiple placements) within twelve months of birth, adoption, or placement.
  - The parents shall determine which caregiver is the primary and which is the secondary.
  - The new parental leave policy runs concurrently with the Family Medical Leave Act (FMLA) leave specified in the HR Policy Manual and the benefits afforded under this new policy meet or exceed the rights afforded under the FMLA, as described above. To be eligible for the Paid Parental Leave under this policy, a faculty member must meet the eligibility requirements for FMLA leave as provided in the FMLA policy in the HR Policy Manual. The benefits afforded under this Policy are not in addition to those offered by the FMLA.
  - The parental leave policy can be used in combination with existing University non-FMLA policies sequentially (not concurrently). For example, a faculty member could request a leave in the event of medical complications for the mother or child or children during birth or adoption. This enables available approved leave to extend beyond sixteen weeks where necessary.
  - The Policy will apply to all FTE faculty who are at least 50% time as defined by the Faculty Handbook, across all Schools and Colleges
  - Faculty members on leave shall be relieved of their normal duties and responsibilities during the period of leave including research, scholarship, teaching, and service responsibilities. The pre-tenure period can be extended during this period as provided in the provision on pre-tenure extensions stated in the Faculty Handbook. Being on leave shall not adversely impact any employee evaluation.
  - Paid parental leave is separate from sick days. Use of parental leave has no effect on any remaining leave time of the faculty member.
  - For a new faculty member not eligible for FMLA leave, the University will seek to make appropriate leave accommodations through a process administered by the Provost.

### Policy Comparison

The following comparison highlights the significant components of the current and recommended policies:

### Policy Implications

The key implications to consider when evaluating the current and proposed policies are:

#### **Consequences of Maintaining Current Policies**

- Puts university at competitive disadvantage in market for talent acquisition and retention
- Forces employees to choose between family, with unpaid leave, and work, which keeps them away from family obligations

#### **Benefits of Adopting New Policy**

- Impacts positively on recruiting and retention
- Increases the value of the total compensation package
- Supports a family-friendly work environment
- Boosts morale during period of low merit increases
- Provides fathers, mothers, domestic partners, foster parents, guardians, and adoptive parents greater flexibility to be involved in child rearing

### Cost Estimates

The primary component to the cost of the recommended paid parental leave policy is derived from labor replacement expenses. The estimated costs are:

#### **Labor Replacement**

**About\$ 300,000**

The labor replacement figure includes the implementation costs for staff as well as faculty. The staff portion has already been implemented. While some of the projected replacement cost is currently being experienced, the data is insufficient to accurately predict the true incremental cost. In addition, adjunct faculty are already being utilized to fill the vacated teaching duties of faculty on the current policy – i.e., the cost of adjunct faculty is already being incurred.

U.S. adoption statistics suggest an adoption rate of 30 per 1,000 live births. Therefore, the cost analysis assumes that 3% of parental leaves will be attributable to adoptions. The university has not historically maintained leave administration data regarding adoptions, so the 3% assumption seems the most reasonable estimate that can be applied at this time. There are very few instances of faculty serving as foster parents or becoming legal guardians of young children at CWRU. But with the intent to have an inclusive policy recognizing the needs for better work in life integration, the multiple ways of becoming a parent are included in this policy.