

MEMORANDUM

TO: University Faculty Affairs Committee (UFAC) 

FROM: John T. Morello, Associate Provost

DATE: November 9, 2018

SUBJECT: Changes needed to the *Faculty Handbook* – revisions to Parental Leave and Sabbatical Leave sections plus a new statement on sick and disability leave policies

Background and Rationale

In June 2018, Governor Northam issued Executive Order #13, which provides up to eight weeks of paid parental leave to enable employees to care for and bond with a newborn, or for a child under the age of eighteen (18) newly-placed for adoption, foster or custodial care. The proposed revisions (attached) to §3.13.3 align UMW's current faculty leave policies for infant care with this Executive Order. One important change is terminology – the leaves are called parental leave now, because they could apply to situations in which the child involved is up to 18 years of age. Furthermore, the revision makes clear that the policy applies to RTAs (who are full-time, continuing employees) but not to visiting faculty, who are temporary. The revision to the parental leave policy also distinguishes this leave from a medically necessary sick leave due to complications from pregnancy and/or delivery. The policy further states that a parental leave does not count against an eligible faculty member's sick leave.

The attached changes to the sick leave policy (§3.13.1 and §3.13.2) clarify that medical conditions resulting from pregnancy and delivery are grounds for sick leave, clarify who is to receive and approve such leave requests, and add a section regarding on disability accommodations for faculty. (A faculty member might have both sick leave due to medical complications and then a parental leave.) The proposed language aligns with what HR says about accommodations for classified and Administrative/Professional Faculty employees and adds that HR should consult with the department, deans, and the provost when considering accommodation requests.

Finally, in the interests of greater clarity, some changes (attached) are proposed to the descriptions of sabbaticals (§3.13.5) and leaves of absence without pay (§13.8).

If additional background is needed regarding these changes, I'll be happy to provide it. I request that the UFAC review these proposed changes and, they are in favor, recommend that the UFC approve these changes so that we may present to the Board of Visitors for final action and inclusion in the 2019-2020 *Faculty Handbook*.