

MARIETTA COLLEGE

GUIDELINES FOR FACULTY PARENTAL AND FAMILY LEAVE

INTRODUCTION:

Marietta College recognizes that the years in which faculty members are under the most pressure to produce work of extraordinarily high quality in support of tenure consideration and reappointment are also typically the same years those individuals are starting or wishing to start families. The College also recognizes that mid- or late-career faculty members may have added pressures of caring for the health needs of an aging parent, spouse, or other immediate family member. It is the desire of Marietta College to provide a fair period of parental and family leave to affected faculty members in a manner that is both consistent with our educational mission and the effective operation of the College. It is also the desire of Marietta College to provide faculty members with reasonable options for managing both their professional and family responsibilities. Insofar as no policy can anticipate all eventualities, the College endeavors to tailor certain aspects of faculty parental and family leave to accommodate each eligible individual's unique situation.

ELIGIBILITY:

This policy shall apply to all faculty members who have taught at Marietta College on a full-time basis for a minimum of one academic year and who are the primary caregiver of a newborn, newly adopted child five years of age or younger, an aging parent in need of the faculty member's care, or a seriously ill immediate family member. Only faculty members expecting continual reappointment subject to satisfactory performance evaluations may benefit from this policy, and they must agree to return to Marietta College for one-full year of employment following completion of the leave. Only one member of a couple employed by Marietta College may declare themselves the primary caregiver under this policy. This policy shall apply equally to faculty members in domestic partner relationships. The teaching relief and clock extension may only be awarded once during a faculty member's employment at the College.

TEACHING RELIEF:

Eligible faculty members who assume the primary care of a newborn, newly adopted child five years of age or younger, an aging parent incapable of self care, or a seriously ill immediate family member are entitled to a one-time, maximum of one-semester, full-load, paid relief from all academic duties and committee assignments, normally commencing during the semester of occurrence. Except in exceptional circumstances, childcare leave should occur within the first 12 months of the birth or adoptive placement of a child. In some instances, some part of the leave may occur before the birth of the child, but generally the bulk of the leave will be taken after the birth of the child. Appropriate paperwork will need to be on file with Human Resources (contact HR for assistance). Unless waived by the primary caregiver, tenure track faculty members who require at least a semester's relief under this policy will receive upon request a one-year extension on their tenure consideration, with corresponding promotion decisions also being delayed by one year. Faculty members are free to negotiate with their department chair and the Provost if they would prefer to continue to do some academic work during their leave (e.g., online courses, reduction to half time, maintaining advisory duties, continuing committee assignments, etc.). However, this is optional and not required. At no time should a faculty member request parental or family leave as a means to have more time to advance their career (e.g., conducting research).

In order to reduce the burden on other faculty members within the department, Marietta College shall make every attempt to replace faculty members with adjuncts during approved leaves. Faculty members shall strive to provide as much advance notice as practicable under the circumstances of their need for leave under this policy.

MEDICAL LEAVES:

Female faculty members who have given birth or faculty members who have a serious personal health condition may be eligible to file a short term disability claim following 30 days of absence. Affected individuals should contact Human Resources as far in advance as practicable under the circumstances for advice and assistance prior to beginning medical leave.

NOTE: These guidelines are not intended and shall not be construed to supplant, supersede or detract from any rights that may accrue to faculty members under law or other college policy. Federal Family and Medical Leave Act Provisions shall run concurrent with all types of faculty leaves described under this policy. Human Resources will provide the affected faculty member with the appropriate forms for completion.

V. Ford

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