



Interim University of Maryland Policy on Faculty Parental Leave and Other Family Supports
(Senate Document #18-19-34)
Faculty Affairs Committee | Chair: Daniel P. Lathrop

Senate Bill 859 - State Employees - Parental Leave provides up to 60 days of paid parental leave up to one year following the birth or adoption of a child. As a result of the new law, the University System of Maryland (USM) revised its Policy on Parental Leave and Other Family Supports for Faculty (II-2.25) and asked all USM institutions to align their policies accordingly. President Loh approved interim changes to the University of Maryland Policy on Faculty Parental Leave and Other Family Supports (II-2.25[A]) on September 19, 2019, pending University Senate review.

Senate Chair Lanford and the Senate Executive Committee request that the Faculty Affairs Committee review the interim faculty policy. Similarly, the Staff Affairs Committee will be asked to review the interim staff policy.

The Faculty Affairs Committee should:

1. Review [Senate Bill 859](#) - State Employees - Parental Leave.
2. Review the USM Policy on Parental Leave and Other Family Supports for Faculty ([II-2.25](#)).
3. Review the interim University of Maryland Policy on Faculty Parental Leave and Other Family Supports ([II-2.25\[A\]](#)).
4. Review the University of Maryland, College Park Policy and Procedures Concerning Adoption Leave for Faculty ([II-2.30\[D\]](#)).
5. Consult with a representative of the Office of Faculty Affairs.
6. Consult with faculty members who have recently utilized the Policy on Parental Leave and Other Family Supports for Faculty about their experiences with parental leave.
7. Coordinate the review of the faculty policy with the Staff Affairs Committee's review of the staff policy in order to ensure consistency across both policies, where appropriate.
8. Consider whether there should be an age limit related to foster parenting or legal guardianship of a child and if so, what that limit should be.
9. Consider whether faculty should be allowed to use accrued sick leave as one of the forms of paid leave used towards their paid Parental Leave period, if they choose.
10. Consider whether foster parenting and legal guardianship should be valid grounds for an extension of time for tenure/permanent status review. If appropriate, review the University of Maryland, College Park Policy on Extension of Time for Tenure Review Due to Personal and Professional Circumstances ([II-1.00\[D\]](#)) and recommend whether revisions are needed.

11. Consider whether the policy should include an appeals process or if appeal rights are appropriately covered under other existing University policies.
12. Consider whether the Policy and Procedures Concerning Adoption Leave for Faculty should remain as a separate policy or if provisions within that policy are already addressed in the Policy on Faculty Parental Leave and Other Family Supports.
13. Consult with a representative of the Office of General Counsel on any proposed changes to the University's policy.
14. If appropriate, recommend whether the interim policy should be revised.

We ask that you submit a report to the Senate Office no later than **February 7, 2020**. If you have questions or need assistance, please contact Reka Montfort in the Senate Office, extension 5-5804.



II-2.30(D) UMCP POLICY AND PROCEDURES CONCERNING ADOPTION LEAVE FOR FACULTY

(Approved by the President August 1, 1991)

I. Policy

All University of Maryland System employees who are eligible to earn sick leave may use earned sick leave up to a maximum of thirty (30) days as adoption leave subject to the following provisions:

- A. Adoption leave is available only in cases of formal adoption; it is not available in any other case including but not limited to legal guardianship or foster care.
- B. Approved adoption leave shall commence on the actual date of custody of the child without regard to the date of legal adoption.
- C. Adoption leave may be authorized only for employees with primary responsibility for the care of the adoptee. In the event that both adoptive parents are State employees, adoptive leave shall be available to only one parent.
- D. As adoption is a planned event, employees planning to request adoption leave must advise their department heads in advance to minimize the effect of the absence.
- E. An employee shall be permitted one period of adoption leave for each instance of adoption. The adoption of more than one individual at any given time shall be treated as a single instance of adoption.

II. Procedures

A. Request for Leave

1. A request for adoption leave must be in writing to the department head and include:
 - anticipated beginning and ending dates;
 - a statement that the employee has primary responsibility for the care of the adoptee;
 - documentation of the adoption.
2. The department head shall recommend approval or disapproval of the request.
3. The request is forwarded to the Vice President for Academic Affairs for approval or disapproval. The decision of the Vice President shall be final.