

July 24, 2009

MEMORANDUM

TO: Richard Lariviere, President
Paul van Donkelaar, President, University Senate 2008-2009
Peter Gilkey, President, University Senate 2009-2010
Frances Dyke, Vice President for Finance and Administration
Robin Holmes, Vice-President of Student Affairs

FROM: Melissa Redford, Chair, Child Care and Family Support Committee, on behalf of the 2008-2009 Committee *MR*

SUBJECT: Annual Report for 2008-2009

Over the past two decades, the Child Care and Family Support Committee has figured centrally in the development of varied positive initiatives in support of university faculty, staff and student families. We were intricately involved in the development and planning of the Vivian Olum Child Development Center, the creation of the work and family services administrator position, and the promulgation of several family-support policies. This report summarizes the issues addressed by the committee this past year and includes several recommendations. We look forward to your responses.

UO Family-friendly Web Development

In 2007-08, we redesigned the work and family services website by expanding and reorganizing information and resources related to work/life and study/life balance. We were pleased to begin this year by reviewing the implementation of this work, completed by Karen Logvin and staff over the summer.

In 2008-09, we lobbied the UO Homepage Editorial Board to include family-friendly links on the UO homepage so that current and incoming faculty, staff and students could more easily locate and negotiate that information. These proposed links would serve to highlight the fact that the UO is a family-friendly campus, and provide easy access to information regarding family-friendly policies and quality of life at the UO for individuals who are otherwise unfamiliar with our university or for those already in our community who have new family responsibilities. In addition, links from the homepage would signal to potential faculty and students the unique quality of life that this university and our city offer. We believe that there is an urgent need to advertise the quality of life benefits here at the UO, which many see as compensation for some of the university's weaknesses; namely, the low salaries and high student-to-faculty ratios, which are currently being exacerbated by the difficult economy.

Our proposal to the UO Homepage Editorial Board failed because it was deemed inconsistent with the UO's established goal of using the homepage to market and recruit

traditional undergraduate students rather than nontraditional undergraduate students, graduate students, faculty, and staff. *It remains a goal of the committee to have a UO homepage on the web that provides easy and direct access to work/life resources for current and prospective students, faculty and staff. In particular we ask that the phrase "Student Families" as a pull down on the home page be reconsidered to include more than the parents of students in attendance, and that a Work/Family and Study/Family link to Work and Family Services website appear on the UO home page.*

Updating and Editing the UO Family Support Statement (UO Policy 3.02 Personnel)

This year the committee also turned its attention to a review of the UO Family Support Statement originally promulgated in 1995. We identified several concerns that warranted revising the policy language:

- The original document contains ambiguous terms. We revised the text so that the terms are defined with examples;
- The original document focused primarily on faculty and staff concerns and so excluded student family issues. We revised the text so that student family issues are also covered by the policy;
- The original document was vague with respect to dissemination and review of the policy. We specified how the policy could be disseminated to reach its various audiences, and regularly reviewed.

The document was rewritten to comply with the structure of the newly created template for UO policies. *We are sending the draft revision to Vice-President Frances Dyke with this report for comment. We recommend that the 2009-10 committee incorporate Vice-President Dyke's comments into the draft when it convenes in the fall. Further, we recommend that the next committee move to have the final revised policy adopted by the President's Office.*

Positive Examples – Family-Friendly Practices Booklet

This collection of information and positive examples of family-friendly practices at the university was compiled by several members of the 2002-2003 Committee. *We were pleased that after several years of review and editing, the POSITIVE EXAMPLES collection was published in hard copy format, with distribution to all Deans, Directors and Department Heads, as well as made available as an electronic link from the Work and Family Services website.*

Moving Forward

The committee has been concerned by the shortage of quality child-care for some years. We were therefore heartened by a proposal, advanced last year, to fund expanded programs at the Vivian Olum Child Development Center, but were ultimately dismayed that it was not forwarded to State Legislature for consideration.

On a related note, the committee met this year with Carol Stabile, Director of the Center for the Study of Women in Society, who has been asked by Provost Bean to convene a task force on gender equity. The task force plans to examine child care issues in its work. ***We recommend that next year's committee partner with the task force as they address child care issues. We further recommend that the new committee press the institution to maintain its commitment to high quality child care, and to explore a variety of solutions to address the current shortage of care for university parents. One possibility is to think creatively about how we may combine research initiatives with new child care programs.***

The Child Care and Family Support Committee has been an engaged and productive group since its inception as a Task Force in 1986. The committee continues to serve an important role drawing together family advocates to speak from one strong, informed position serving all sectors of the UO. This committee's design and work has always stayed keenly aware of needs across classification, emphasizing the importance of giving priority to attitudes and approaches as well as programs and services. ***We are concerned that in recent years the Child Care and Family Support Committee has been less effective than in its earlier years. We recommend that the mission, structure, and membership of the committee be reviewed with an eye towards revitalizing the committee's role on campus, especially in light of the Provost's new task force on gender equity. We note that such a task force is aimed solely at ensuring gender equity for faculty and therefore does not address the family or child care issues relevant to all faculty as well as to staff and students.***

Over the past twenty years, the responsiveness of central administration has been key to our progress in keeping family-well-being connected to the institution's good health. We thank you for your support and look forward to meetings that will confirm ways to build on our past progress.

Attachment: Draft Revised UO Policy 3.02, Family Support, Personnel Practices

Cc: 2008-09 Child Care and Family Support Committee

University of Oregon

Policy Statement

Effective Date: September 1995

Responsible University Office and Officer: Frances Dyke, vice president for Finance and Administration

Policy Number: 3.02

Title: Family Support, Personnel Practices

Policy Statement: In order to create an inclusive environment that contributes to workplace satisfaction, commitment, retention and productivity, the University asks deans, directors, department heads, supervisors, and teaching faculty to:

1. Recognize the existence and importance of family responsibilities;
2. Listen and respond to employees and students to understand and accommodate their needs;
3. Establish and implement flexible and responsive family-friendly practices whenever possible to accommodate employee and student needs in ways that remain consistent with unit goals.

This respectful and supportive environment shall be extended to all employees and students and include 1) the continuation of a professional, non-demeaning atmosphere for women who become pregnant; 2) the recognition of the legitimacy of requests for reasonable accommodation that are due to family responsibilities; 3) full consideration of such requests without recrimination.

Reason for Policy: Recognizing the vital role the family plays in the well-being and productivity of its students, staff and faculty, the University of Oregon is committed to helping its members balance their work, educational and family responsibilities. The wide variety in workplace environments, department goals, and jobs descriptions across campus can contribute to discrepancies in approaches and underscores the need for a policy that promotes consistent and equitable responses to specific family needs. The organizational benefits of family support, as established by national research, include improved employee motivation, morale and capacity for service. These immediate and long-range benefits emphasize the importance of implementing family-support practices. To meet the University's commitment to support members of the campus community with family responsibilities, this policy sets forth guidelines for full

consideration and facilitates reasonable accommodation, but does not limit or replace any other personnel rules or policies.

In accordance with Oregon Revised Statute 326.785, family, for the purpose of this policy, is defined as a group of individuals related by blood, marriage or adoption, or individuals whose functional relationships are similar to those found in such associations.

Procedures:

Procedures for securing a balanced work and family or school and family environment include, but are not limited to:

1. Educating supervisors and department heads, who will in turn educate their faculty and staff, in how to satisfy the provisions of the University's Family Friendly policy. Such education could be regularly scheduled at department head meetings and during supervisor training and new employee orientation, or other regular events with annual updates.
2. Ensuring a family-friendly environment at the University so that requests for family needs accommodation are given equitable consideration without recrimination. The requests may include, but will not be limited to:
 - a. accommodation of space and time for nursing mothers
 - b. children occasionally in the classroom or workplace for specific times & reasons
 - c. adjustments to student or faculty deadlines
 - d. modification of resource allocations
 - e. flexible work schedules
 - f. reserved parking permits
 - g. appropriate alternate assignments in duties
3. Disseminating information about the policy to faculty, staff, and students, who may have family responsibilities. Dissemination could occur in the following ways:
 - a. Trainings and orientations for faculty, staff and students
 - b. Inclusion in written and web-based materials describing campus child care programs and resources for faculty, staff and students
 - c. Postings at program facilities that serve children or individuals who may have family responsibilities (e.g. Non Traditional Student Union, ASUO Women's Center)
 - d. Inclusion as boiler plate language on course syllabi

Forms/Instructions:

Who is Governed by This Policy: This policy establishes guidelines to create a campus-wide environment that impacts all UO faculty, staff and students. Deans, directors, department heads and all teaching faculty are responsible for implementing this policy, and for assisting supervisors in adopting successful strategies for family support. The President's office will promulgate this policy and periodically solicit information from each vice-president describing successful strategies for family support; these strategies will be updated bi-annually, or more frequently as directed by the President's office.

Who Should Know This Policy: Deans, directors, department heads, supervisors and all teaching faculty should know about this policy in order to effectively implement it. All employees and students at the university should know about this policy so that they understand that the University of Oregon is a family-friendly institution and that supervisors and teaching faculty are expected to provide reasonable accommodation of employee and student needs.

Exclusions and Special Situations: Within these guidelines, the responsibility for determining the relevance, feasibility, and timing of implementation of family support practices that produce mutually beneficial solutions rests with the individual's supervisor (department head, director, or dean) or professor. Safety concerns and avoidance of disruptions to regular activities will always be factors in such determination. This policy is intended to encourage consideration and reasonable accommodation, but does not limit or replace any other personnel rules or policies.

Definitions:

Cross Reference to Related Policies:

Appendices:

Frequently Asked Questions:

Reviewed and Recommended by:

Issued by:

Revision History: June 2009.