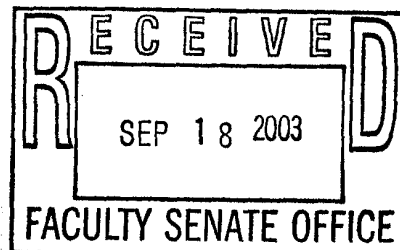




MEMORANDUM

IN/OUT KL RH F C



**HAND DELIVERED**

To: Donna E. Shalala, President

From: Mary Coombs *MC*  
Chair, Faculty Senate

Date: September 4, 2003

Subject: Faculty Senate Legislation #2003-01(B) – Parental Leave Policy for University of Miami Medical Group (UMMG)

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The Faculty Senate, at its August 27, 2003 meeting, voted unanimously to approve the attached policy pertaining to parental leave for the University of Miami Medical Group (UMMG).

This legislation is now forwarded to you for your action.

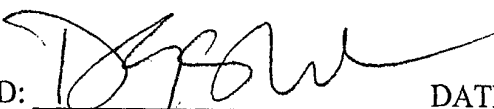
MC/kl

cc: Luis Glaser, Executive Vice President and Provost  
John Clarkson, Dean of the School of Medicine  
Jorge Guerra, Chairman, University of Miami Medical Group Governing Board  
Mark Multach, Vice Chairman for Clinical Affairs, Department of Medicine

Faculty Senate  
325 Ashe Admin. Bldg.  
Coral Gables, Florida 33124  
Phone: (305) 284-3721 Fax: (305) 284-5515  
<http://www.miami.edu/FacultySenate>  
e-mail: [facsen@miami.edu](mailto:facsen@miami.edu)

CAPSULE: Faculty Senate Legislation ##2003-01(B) – Parental Leave Policy for University of Miami Medical Group (UMMG)

**PRESIDENT'S RESPONSE**

APPROVED:  DATE: 9-9-03  
(President's Signature)

OFFICE OR INDIVIDUAL TO IMPLEMENT: Dean Clarken

EFFECTIVE DATE OF LEGISLATION: \_\_\_\_\_  
(if other than June 1 next following)

NOT APPROVED AND REFERRED TO: \_\_\_\_\_

REMARKS (IF NOT APPROVED): \_\_\_\_\_

## PARENTAL LEAVE POLICY FOR UMMG FACULTY MEMBERS

1. This policy is intended to provide additional benefits beyond those set forth in the FMLA as described below.
2. Under the Family and Medical Leave Act ("FMLA") an eligible faculty member (defined as someone who has worked for at least 12 months and worked at least 1,250 hours of service with such employer during the previous 12-month period prior to the date leave is to begin) may take unpaid leave of up to 12 weeks for the birth of the faculty member's child and in order to care for the infant child; or the placement of a child with the faculty member for adoption or foster care. Detailed information regarding rights and obligations under the FMLA is available in the Office of Faculty Affairs.
3. Fulltime UMMG faculty members who have been employed for at least 24 months prior to the date leave is to begin are authorized to take up to 8 weeks of paid maternity leave to run concurrent with leave provided by the FMLA. Fulltime UMMG faculty members of either sex who have been employed for at least 24 months prior to the date leave is to begin who certify that they have primary responsibility for the care of their newly adopted child are authorized to take up to 8 weeks of paid parental leave to run concurrent with leave provided by the FMLA. This maternity leave and primary-parental leave will be paid at a monthly rate equal to the average of the previous 12 months of compensation excluding bonuses and/or other allowances.
4. Faculty members taking maternity leave or primary-parental leave as described above, can elect to apply their accrued sick time, in accordance with University policy for the use of sick time, or vacation time for up to 4 additional weeks of maternity or parental leave. If the faculty member does not have sufficient accrued sick or vacation days, he/she may borrow against future accruals of these days.
5. Fulltime UMMG faculty members who are the non-primary caregiver of a newborn or newly adopted infant are authorized to take up to 2 weeks of unpaid parental leave following the birth or adoption.. Such faculty members can elect to apply their accrued vacation time to this 2-week parental leave. If the faculty member does not have sufficient accrued vacation days, he/she may borrow against future accruals of vacation days.
6. If both parents are UMMG faculty members, they may take, allocated as they choose between them, a total of eight weeks paid leave as described in paragraph 4, above.. In addition, the non-primary caregiver parent may take up to 2-week parental leave, as described in paragraph 5, above, concurrent with the eight-week leave..
7. Untenured members of the UMMG faculty of either sex on the tenure track may request an extension of the probationary period following the birth or adoption of a child in accordance with section C5.5 of the Faculty Manual, "Probationary Period for Regular Appointments."

This policy applies to fulltime UMMG faculty members who begin their parental leave on or after August \_\_\_\_, 2003.