

MEMORANDUM

TO: UW Tacoma Faculty

FROM: Beth Rushing, Vice Chancellor for Academic Affairs

RE: Parental Teaching Release Program Policy

DATE: August 4, 2008

History and Purpose of the Parental Teaching Release Program

In 2006, the University of Washington won the Alfred P. Sloan Foundation's "Flexible Faculty Career Award " and created Balance@UW, an initiative designed to support personal and professional balance in faculty careers. During the 2007-2008 academic year, UWT participated in a pilot study implementing a parental teaching release program and due to the success of the pilot, decided to continue to offer the program on a permanent basis.

The parental teaching release program is designed to provide faculty who are biological fathers, non-biological parents in a same sex relationship, adoptive or foster parents, and biological mothers who are not eligible or have decided to opt out of using sick leave, the option to be released from all teaching responsibilities for a 90-day period to care for a new child. The following sections present the details of the Parental Teaching Release Program policy.

Defined Benefit and Policy Guidelines

- Thirty to ninety consecutive days of instructional release from formal, didactic classroom instruction assignments (*i.e.*, between one calendar month and a full quarter) within a single quarter (excluding summer) for the purpose of bonding with a child who is "new" to the faculty member. The faculty member is expected to continue all other duties and responsibilities.
- Available to any professorial faculty member (*i.e.*, Assistant Professor, Associate Professor, Professor) who is a biological father or a non-biological parent in a same-sex relationship, is a biological mother not eligible for sick leave or opts to use this program instead, or to any faculty member with whom there is a placement of a child for adoption or foster care. Senior Lecturers and full time Lecturers will be considered for this program on a case-by-case basis.
- The instructional release must be taken and concluded: (a) for biological children, within one year after the child's birth, or (b) for adoptive or foster children, within one year of placement.

- There are no restrictions on this policy for faculty couples, but couples in the same program or school shall coordinate with the program director or dean to establish an arrangement that meets the needs of the program and the faculty members.
- Replacement teaching coverage will be the program/school's responsibility similar to other circumstances warranting instructional adjustment (*e.g.*, sick leave).
- Teaching coverage is up to the discretion of the program director or dean.
- If the cost of teaching coverage would create an undue burden on a program or school, requests for central funding will be considered contingent on available funding. No designated central funds will be retained for this proposal.

Requesting Parental Teaching Release

- Faculty are encouraged to begin discussions as soon as possible with their program director or dean to arrange for teaching coverage or alternative instructional adjustments. Faculty shall provide their program director or dean at least 30 days advance notice if the need for the teaching release is foreseeable based on an expected birth or placement in order to permit obtainment of teaching coverage or alternative instructional adjustments. Obviously, it is understood that situations involving adoptive or foster children frequently receive little notice of the availability of a child.
- The Parental Teaching Release Request form must be completed and submitted to your director or dean as soon as possible.
- Faculty are encouraged to offer suggestions for appropriate teaching coverage or alternative instructional adjustments when they request the parental teaching release.