

College of Biological Science Parental Leave Support Policy for Faculty

CBS strives to maintain an inclusive work environment and recognizes that parental leave can sometimes create a unique set of challenges for faculty with active research programs. In some situations, additional day-to-day operational support (e.g., from a lab manager/technician, post-doctoral fellow, research associate or other experienced research personnel) may be required to help keep labs running and to ensure that graduate students and other trainees are supported while a faculty member is on parental leave. For faculty members who would benefit from such support while on parental leave, CBS will provide funds to faculty who meet the eligibility criteria outlined below.

It is important to stress that faculty are *not* required to maintain research productivity during their period of parental leave, and those who choose not to are not required to apply for this support. All tenure and promotion reviews will continue to be conducted with the understanding that faculty are not required to demonstrate productivity while on parental leave. However, CBS recognizes that some labs may have ongoing personnel requirements, and that while many granting agencies will extend project end dates for investigators on parental leave, such extensions are not accompanied by additional funding to compensate for the increased personnel time on the grant.

Application Process

Faculty who wish to apply for the funding can request base annual funding of \$5,000 plus \$1,000/percentage of DOE relating to research. These funds will be prorated to the duration of the leave. In CBS, a faculty member with a standard DOE (i.e., 45% research) would be eligible for a maximum of \$50K for one full year of leave. To apply, faculty should inform their department chair of their needs and provide a short written proposal (no more than 1 page) that outlines the following:

1. evidence of financial need;
2. the amount of funding requested;
3. an explanation of how the funds will be used to support lab operations during their absence.

Eligibility

For a faculty member to be eligible, they must be on unpaid parental leave, receiving EI (Employment Insurance) and the parental leave top-up in lieu of their regular faculty salary.

Use of Funds

Funds must be used to pay the salaries of research personnel only, such as a lab manager, technician, research associate, post-doc, or graduate student(s) who will support the lab operations during the faculty member's absence.