

ISSUES RELATING TO WORK-LIFE BALANCE

1. *Tips for Improving Work-Life Balance*

- a. Put current policies into practice. These include, Family Medical Leave (FML), Temporary Alternative Duty Assignment (TADA), and delay of the tenure clock (see below).
- b. Use available resources, such as the Disability Resource Center (DRC), and Life and Work Connections (LWC).
- c. Advocate for new and improved policies:
 - i. University-wide policy to include consistent language regarding university specific policies in the letters going to external Promotion and Tenure referees
 - ii. University-wide policy for part-time tenure (see http://www.sbs.arizona.edu/faculty/pdf/ten_rev_criteria_parttime_fac.pdf) or job sharing
 - iii. Short-term FTE reductions related to work-life balance
 - iv. Managing activity weights for annual performance and promotion and tenure reviews to accurately reflect effort
 - v. Join the Association for Women Faculty and the Commission on the Status of Women

2. *Resources & Policies*

- a. Association of Women Faculty Booklet: “**Answers to Questions Frequently Asked by Faculty Members About Family Care Policies at The University of Arizona**”

http://www.hr.arizona.edu/10_hs/tada-awfbooklet.doc

- b. **Family Medical Leave (FML)**

http://www.hr.arizona.edu/07_sep/apptdLeaves/fml.php

“Family Medical Leave (FML) is a leave intended to allow an employee up to twelve protected work weeks off work for qualifying family and medical events.”

Resources & Policies continued

c. Human Resources Support Units

<http://www.hr.arizona.edu/support.php>

List of HR units that can provide help on various issues like work-life balance, leaves, and general consulting.

d. Life & Work Connections (LWC)

<http://lifework.arizona.edu/>

LWC offers a variety of resources, information and programs to support work/life balance. These include, child and elder care programs, counseling and information on alternative work arrangements.

i. Alternative Work Arrangement Models

<http://lifework.arizona.edu/wls/altworkmod.php>

e. Temporary Alternative Duty Assignment (TADA)

http://www.hr.arizona.edu/07_sep/apptdLeaves/tempAltDuty.php

“Eligible employees may request a period of up to sixteen weeks during which the employee may receive a temporary assignment of alternative duties that will make it more feasible for the employee to remain on active employment at the University during the birth of the employee's child, placement of a child for adoption or foster care, or to provide temporary care to the employee's spouse, domestic partner, child or parent who has a serious health condition.”

f. University Handbook for Appointed Personnel (UHAP)

<http://web.arizona.edu/~uhap/>

Parental Delay of the Tenure Clock: “While holding a tenure-eligible appointment at the University of Arizona, an individual may request a one-year ‘parental delay’ of the tenure clock . . . if the appointee becomes a parent by the birth or adoption of a child . . . An individual granted a parental delay shall not be subject to additional scholarship or service requirements, above and beyond those normally required, in order to qualify for retention or tenure.”

<http://uhap.web.arizona.edu/chap3.html#3.12>

i. FML - <http://web.arizona.edu/~uhap/chap8.html#8.04.06>

ii. TADA - <http://web.arizona.edu/~uhap/chap8.html#8.05>