Parental Benefits Policy

Purpose:
To provide SFUFA bargaining unit members with a leave of absence to care for new-born or newly adopted children.

Definitions
Where both parents are employees of Simon Fraser University, the maximum combined leave entitlement (paid and unpaid) will be 52 weeks.

Policy
A. Long-term SFUFA members are eligible for the following parental benefits:

1. Paid Leave for Biological and Adoptive Mothers

1.1 The mother of a new-born or newly adopted child is entitled to 35 consecutive weeks of paid leave as follows: 2 weeks at 95% salary (EI waiting period) and 33 weeks at the basic formula (see below).

1.2 For biological mothers, the leave may commence up to 8 weeks prior to the due date of the child. For adoptive mothers, the leave may commence on the date of adoption.

1.3 A SFUFA member who does not return to work following the leave shall be required to repay the University the salary paid during the leave or a pro rata share of that salary.

1.4 A SFUFA member who resigns within one year of returning to work following the leave shall be required to repay to the University a prorated amount of the salary paid during the leave.

2. Paid Leave for Biological and Adoptive Fathers

2.1 A biological or adoptive father of a new-born or newly adopted child is entitled to 18 consecutive weeks of paid leave as follows: 18 weeks at basic formula unless there is a waiting period in which case the first 2 weeks will be paid at 95% salary.

2.2 A biological or adoptive father of a new born or newly adopted child may commence their leave any time after the date of birth or date of adoption of the child so long as the period of leave is completed prior to the baby’s 52nd week.

2.3 A SFUFA member who does not return to work following the leave shall be required to repay the University the salary paid during the leave or a pro rata share of that salary.

2.4 A SFUFA member who resigns within one year of returning to work following the leave shall be required to repay to the University a prorated amount of the salary paid during the leave.
3. Basic Formula

3.1 The basic formula for the parental benefit is as follows: 95% of salary less the maximum Employment Insurance benefit that may be paid. For the current dollar amount of maximum EI benefit please visit the Service Canada webpage.

4. Unpaid Leave

4.1 In addition to a leave under section A.1 or A.2, either parent of a new-born or newly adopted child is entitled to an unpaid leave of absence in accordance with the parental leave provisions of the Employment Standards Act up to a combined maximum of paid and unpaid leaves totaling 50 weeks. The unpaid leave must be taken consecutively with any paid leave. Faculty members shall be placed on leave of absence without pay for the duration of the leave, and shall have benefits coverage maintained on the same basis as before the leave. Faculty members may be eligible for E.I. parental benefits.

B. Short term and RLT SFUFA members are eligible for the following parental benefits:

1. Unpaid Leave

1.1 In accordance with the provisions of the provincial Employment Standards Act, a SFUFA member shall be placed on leave of absence without pay for the duration of the leave, and shall have benefits coverage maintained on the same basis as before the leave. SFUFA members may be eligible for E.I. maternity and/or parental benefits.

Procedures

1. The member shall make application for paid and/or unpaid parental leave to the Department Chair at least 3 months prior to the anticipated commencement of the leave.

2. The Department Chair shall approve the leave and forward the information concerning the leave to the Dean and Vice-President, Academic.

3. The Dean will normally provide funds for sessional replacements for faculty members on paid parental leave.

4. Once a SFUFA member has applied for and been granted an unpaid parental leave, she or he will be unable to cancel that leave unless there are exceptional circumstances and the department is able to accommodate cancellation of the leave.

End Notes:

1 If the faculty member has a part-time or modified contract, the calculation for parental benefits will be determined on the basis of the salary at the level specified in the part-time or modified appointment.

2 For Librarian and Archivist members, Department Chair refers to Division Head and Dean refers to Head Librarian.