

June 6, 2017

Dear Department Chairs and College Faculty and Staff,

Recently the CAS Policy Committee put forward a family accommodation recommendation for CAS faculty and staff. The recommendation is currently being reviewed by the UB Office of Employee Relations and SUNY. I endorsed the process. We need to regularize our procedures in regard to family accommodation so that all faculty and staff in all departments are treated consistently.

While the policy recommendation is under review, any CAS faculty or staff member who seeks a flexible work arrangement due to a life event should contact Michelle Scott in the Dean's office (645-2711 or msscott2@buffalo.edu) for guidance and advice about their options and benefits available.

It is important that all CAS faculty and staff are treated consistently and in accordance with the guidance from collective bargaining agreements and University Human Resources as outlined below. The Dean's office will work with faculty, staff, and Department Chairs to explore arrangements that are in keeping with the University's operational needs, commitment to work-life balance as well as existing policies, regulations, and guidelines.

A reminder to all faculty and Department Chairs about the University's communications regarding Flexible Work Arrangements for UUP-represented employees (faculty and staff); both President Tripathi and the Associate Vice President for Human Resources, Mark Coldren, have previously written to faculty and staff as follows:

Recognizing that staff may experience serious life events over the course of their academic career, UB has indicated its support of providing flexible work arrangements on a case-by-case basis. In a memo to the Faculty Senate dated October 18, 2016, President Tripathi stated, "As has been the practice in the past, deans and department chairs may extend flexibility to faculty and staff beyond existing leave policies on a case-by-case basis when faculty and staff undergo major life events." President Tripathi's statement is in furtherance of UUP collective bargaining agreement language that states:

Campuses are encouraged to recognize the importance to employees of a flexible approach to accommodating family care needs. Options may include the following: flexible work schedules, modified duties, alternative work assignments, and temporary reduction from full-time to part-time work.

While UB is committed to providing flexible work arrangements, where feasible, it is important to note that faculty and staff do not have a right to such arrangements and any flexible arrangement may be modified or canceled at the UB's discretion, on notice to the faculty or staff member. It is also important to note that faculty and staff serve different professional obligations to the University and, thereby, management may consider differing factors when considering flexible work arrangements among faculty and staff.

For any questions, please contact Michelle Scott in the Dean's office at 645-2711 or mscott2@buffalo.edu.

Sincerely,

A handwritten signature in blue ink that reads "Robin G. Schulze". The signature is written in a cursive style with a large initial "R".

Robin G. Schulze

Dean