

**California Faculty Association (CFA) (Unit 3) - New Benefits and Leave Provisions  
Frequently Asked Questions**

**1. What is the effective date of the new provisions expressed in the recently released CFA contract?**

The CFA contract was ratified on March 4, 2024, and the new provisions are also effective on this date and going forward. Since the CFA contract was ratified after most campus' spring terms have begun, those individuals already out on paid parental leave pursuant to Article 23.4 **prior to** March 4, 2024, are eligible for the 30 days of paid parental leave provided under the previous CBA. Faculty who were already on paid parental leave, or reduction in workload, on March 4, 2024, are not eligible for the extended leave provided in the new CBA if it began prior to that date.

**2. If a faculty unit member requests a reduced workload in lieu of 50 days paid Parental Leave, does the campus reduce the timebase?**

No; the reduced workload should not be processed as a reduction in timebase. The employee is simply taking a temporary reduction in workload in lieu of receiving 50 days paid Parental Leave. The faculty member continues to receive full pay while on the temporary, reduced work schedule. Reduction in workload requires approval of appropriate administrator.

**3. Once a faculty unit member enters the reduced workload option, can they cancel the reduced workload option and instead opt to take the "remainder" or "pro-rated" portion of paid Parental Leave?**

No. Once the reduce the workload option semester has begun in lieu of the 50 days of Parental Leave, it cannot be changed.

**4. Is benefits eligibility lost if the faculty unit member requests the reduced workload?**

No. The faculty unit member would not lose benefits eligibility because there is no change to the appointment.

**5. Must the workload reduction option begin within the 135-day window? If not, what limitations are there?**

No. The workload reduction option is not restricted to a semester or quarter that starts within the 135-day window. Since this option requires the approval of the appropriate administrator, the campus has discretion to decide whether the request can be reasonably accommodated. It might well be a reasonable approach to allow a parent to use the reduced workload option in a term subsequent to the child's arrival.

**6. Can a faculty member take partial paid parental leave and partial workload reduction?**

No. The workload reduction option replaces the entire 50 days of parental leave.

**7. How would the reduced workload option work for a faculty member who is part-time?**

For a part-time faculty member, the workload reduction would be proportional to the time base of the part-time appointment. Note that this may or may not be feasible, depending on the faculty

member's normal assignment. (For example, for a faculty member who normally taught a single 3-unit class, a 60% reduction would be equal to 1.8 WTU – leaving the faculty member with responsibility for 1.2 WTU. If the class was one that could be offered in a “team-taught” format, a workload reduction might be feasible. If not, a better option might be to work with the faculty member to set up a leave for the entire semester, combining paid and unpaid leave but also preserving any “entitlements” the faculty member might have.)

**8. For someone who is using the reduced workload option in lieu of a leave, what if the individual also needs time off around the birth of the child?**

Whether or not a faculty member chooses the reduced workload option, the faculty member may use sick leave (including up to 15 days without a physician's verification of disability, and additional sick leave with such a verification). Faculty members may also use unpaid leave. Note that California Pregnancy Disability Leave and Family Medical Leave are also available to faculty members who qualify and may run concurrently with other leaves.

**9. If a female employee has a doctor's note that requires her to be off work in order to recover from childbirth, would she be eligible for a reduced workload in lieu of the 50 days of paid Parental Leave?**

If an employee has a doctor's note that states the individual is totally unable to work for any specific period of the pregnancy or recovery from birth, placing the employee on a reduced workload during this time frame is not appropriate, and such an option should not be extended to the employee.

**10. How does the summer break affect paid parental leaves for faculty on AY appointments?**

The 135-day window for **starting** a paid parental leave (60 days prior to the anticipated arrival, 75 days after the arrival) includes any days that fall between academic terms. Since the typical break between spring and fall terms is about three months, if the child arrives near the beginning of the summer, the 75-day window will have elapsed prior to the start of the fall term.

Potential options for preserving all or part of the available paid parental leave:

- Initiate the leave prior to the end of the spring term and take the remainder at the start of the fall term. (Example: take the last day of the spring term and the first 49 days of the fall term.) Once the leave begins, it is only charged for workdays; moreover, while leaves are normally taken on consecutive days, they may be taken on non-consecutive days with mutual agreement.
- Consider the 50 days to include days in the summer break as well as the fall term. (Example: Child is born June 1, and fall semester starts August 20, the 81<sup>st</sup> day after the arrival of the child. **Start** counting the leave period on August 14 (the 75<sup>th</sup> day); the faculty member would then have 44 days of leave still available after the semester starts.
- Instead of taking parental leave, use the workload reduction option in lieu of leave.

**11. How does leave sharing donation by one parent to the other parent work within the context of the 135-day window?**

Any leave taken has to commence within the window, but the donated leave is combined with the receiving parent's 50 days into a single leave. (Example: One parent donates the full 50 days to the other parent. The baby is born in the summer, 60 days before the start of the fall semester. The “receiving” parent starts the 100-day leave at the beginning of the fall semester, within the allowable window, and has 100 days available.)

**12. What if a part-time lecturer informs her department chair that she doesn't want a teaching assignment in the upcoming semester because she is pregnant and will be having a baby?**

Parental leave provisions apply to temporary, part-time faculty. If the faculty member has an ongoing appointment, she should be made aware that she has a right to paid parental leave and can work with the campus leaves administrator to determine what her best options are. Moreover, placing the temporary faculty member on an official leave will preserve her rights under Article 12 related to any future employment consideration. Even if the temporary faculty member's previous appointment has expired, if the faculty member has been offered reappointment for the term and academic year in question, it may be appropriate to make the appointment and then allow the faculty member to take leave from the position.