

BOARD OF REGENTS POLICY: Employee Work-Life and Personal Leaves

SECTION I. SCOPE.

This policy governs the work-life and personal leave opportunities of faculty, academic professional and administrative, civil service, union-represented staff, and graduate assistant employee groups of the University of Minnesota (University).

SECTION II. DEFINITIONS.

Subd. 1. Flexible Work Arrangements.

shall mean alternatives to the standard schedule for individual positions, including time-flexible scheduling, compressed work weeks, telecommuting, voluntary reduction in percent time, and job sharing.

Subd. 2. Well-Being.

shall mean the physical, mental, psychological, and emotional health of the employee.

SECTION III. GUIDING PRINCIPLES.

The following principles shall guide the University's workplace:

- (a) The University fosters a productive, healthy, and safe workplace that helps employees effectively integrate and manage their work and personal life responsibilities.
- (b) The University provides leave opportunities that contribute to employee wellbeing, support family care concerns, align with legal requirements, and are appropriately benchmarked and consistent with peer institutions.
- (c) The University strives to provide for a responsibly managed workplace through careful selection, preparation, and accountability of supervisors, managers, and leaders.
- (d) The University seeks to effectively address the personal needs of employees and the needs of their respective units when considering discretionary leave requests.

