



M E M O R A N D U M

DATE: March 10, 2021

TO: Tim Sistrunk, California Faculty Association President

FROM: Brian Oppy, Associate Vice Provost for Academic Personnel
Denise Hardy, Interim Director of Labor Relations

RE: COVID-Related Dependent Care Modification of Duties: Guidance for Deans,
Chairs, and Faculty

Thank you for the many considered discussions between CFA leadership and OAPL in these difficult times. We appreciate the opportunity to work together to support the Chico State faculty. This memo is therefore intended to convey some of the results of those discussions to both faculty and deans, to help ensure the fair treatment of faculty colleagues undergoing reviews over the next few years.

The COVID-19 pandemic has placed undue burdens on us all, but especially on faculty who are the primary caregivers of young children, and faculty with other caregiving obligations (e.g., for elderly relatives or infirmed family members). For the spring and fall semesters of 2020, faculty were given the option to apply for the CPAL and FFCRA programs for support which provided release time for specific reasons. However, these programs ended on December 31, 2020.

Given that the pandemic will likely continue to impact faculty and others into the foreseeable future, faculty and administrators have a number of options highlighted below. We recognize that these may not be feasible in all units, but we encourage flexibility on the part of chairs and administrators when possible.

- Employees may contact the Benefits' [Employee Leaves](#) unit in the Human Resources Services Center (leaves-workcomp@csuchico.edu) to discuss available leave options such as FML/CFRA.
- Unpaid personal leave.

In addition to the above established programs and options, other options might include (the following list is not exhaustive):

- Seek points of flexibility for department responsibilities.
- Identify areas of faculty work where COVID will impact or hinder progress.

- Advise faculty who are **over** engaged in service to find better balance, decreasing to more appropriate levels if necessary.
- Provide flexibility for faculty in additional areas of work, for instance, department meetings, and other time constrained assignments that may be impacted because of the overlap between home and work responsibilities at times (examples: providing release from attending non-essential meetings, breaks during meetings scheduled for more than one hour, recording meetings for later viewing, scheduling shorter department retreats rather than all day).