

# **Guide for Students or Employees Experiencing Pregnancy and Related Conditions**

If a student or employee is experiencing pregnancy and is looking for resources, adjustments to living, learning or work environment, accommodations, or support then they should contact the Title IX Coordinator. Students can also contact employees who can direct them to the Title IX Office.

Employees or applicants may also contact the Human Resources (HR) Office for more information, because additional workplace laws and policies apply.

When a student voluntarily discloses a pregnancy or a pregnancy-related condition to a university employee (faculty or staff), the employee should provide the student with contact information for the Title IX Coordinator. While employees are encouraged to notify the Title IX Coordinator to ensure the student receives information about their rights and available support, they should do so in a manner that respects the student's privacy and autonomy. The Title IX Coordinator can assist in initiating an interactive process to discuss reasonable adjustments or accommodations, consistent with Title IX protections. Employees may email titleix@northpark.edu to request that the Title IX Coordinator reach out to the student, who may then choose whether to engage in further communication.

Available Support for Students

Health Services
Counseling Support Services
Residence Life and Housing
Student Care

Available Support for Employees Human Resources

#### For Students:

### Pregnancy-related absences

We know that pregnancy can impact attendance and coursework completion. Pregnant students have the right to pregnancy-related absences and medically appointed treatments should be excused. Consideration for flexibility with assignment deadlines during pregnancy-related absences is an expectation. Please tell us if you need assistance managing absences or coordinating with your faculty regarding late work submissions that may occur due to pregnancy or postpartum needs. Students can contact the Title IX Coordinator if they need assistance communicating with faculty about their needs.

# Academic support

If you feel you need added breaks during class, rescheduling exams, parking help, a larger desk etc., then we are here to help you work with your faculty. Our team wants to make sure you can focus on



the classroom and will do what we can to make that environment more comfortable for you. Please contact the Title IX Coordinator to initiate these discussions.

## On-campus work responsibility

Let us know if you may need a modification to your on-campus job role (such as sitting v. standing or exposure to chemicals), and we will work with your campus supervisor to review options. Contact Human Resources for support with any workplace modifications.

## For Employees:

"Reasonable Accommodations" for employees are changes to the work environment or the way things are usually done at work. Such accommodations for pregnant employees might include the ability to sit or drink water; receive closer parking; have flexible hours; receive appropriately sized uniforms and safety apparel; receive additional break time to use the bathroom, eat, and rest; take leave or time off to recover from childbirth; and be excused from strenuous activities and/or activities that involve exposure to compounds not safe for pregnancy.

## Right to privacy

Information regarding pregnancy and related conditions will be shared on a need-to-know basis or if there is a legitimate business need to know. Information about pregnant students' requests for accommodations will be shared with faculty and staff only to the extent necessary to provide reasonable adjustments or modifications. Information about pregnant employees' requests for accommodations will be shared with supervisors only to the extent necessary to provide reasonable accommodations. Faculty and staff will regard all information associated with such requests as private and will not disclose this information unless necessary.

## **Lactation Spaces**

There is a lactation space available in Brandel Library, room 220. Community members can request use of this room at the library's front desk. Individuals in need of private lactation spaces should contact the Title IX Coordinator via email, <a href="mailto:titleix@northpark.edu">titleix@northpark.edu</a>, to identify a space that is reasonably available to the person's need while on-campus.

### Reporting a concern

To report concerns about discrimination or harassment based on pregnancy or related conditions, contact the Title IX Coordinator via email <a href="mailto:titleix@northpark.edu">titleix@northpark.edu</a>.

#### **Contact Information**

**Title IX Coordinator**Elizabeth Fedec – (773) 244-5664
Johnson Center, Room 151
Handles student-related concerns

For more information, <u>click here</u>.

Equal Opportunity Coordinator
Frank Hattula – (773) 244-5601
Old Main, 3<sup>rd</sup> floor
Handles employee-related concerns