

University Work-Life Balance and Family Friendly Policies

Resources to assist faculty, staff and their families balance work and personal life.

FACULTY AND STAFF AFFINITY GROUPS:

Asian Caucus: orgs.odu.edu/asiac

Association of University Administrators (AUA): orgs.odu.edu/aua

Coalition of Black Faculty and Administrators (CBFA): orgs.odu.edu/cbfa

Faculty Senate: odu.edu/facultysenate

HACE (Hourly and Classified Employees): orgs.odu.edu/hace

Hispanic and Latino Employee Association (HLEA)
orgs.odu.edu/hlea/welcome.shtml

ODU LGBTQIA+ Faculty/Staff Caucus: odu.edu/orgs/lgbtqa

Women's Caucus: odu.edu/orgs/womens-caucus

For additional information on Work-Life Balance at Old Dominion University visit:

odu.edu/facultystaff/employee-services/work-life-balance



HUMAN RESOURCES

Spong Hall
5255 Hampton Blvd.
Norfolk, VA 23529
757.683.3042

CONNECT WITH US



OLD DOMINION
UNIVERSITY

OLD DOMINION UNIVERSITY'S STRATEGIC PLAN GOAL #3:

Enrich the Quality of University Life by supporting a work-life experience where both personal and professional aspirations are valued and encouraged.

FACULTY & STAFF DEVELOPMENT AND EDUCATIONAL BENEFITS

<http://bit.ly/orgdevelopment>
<http://bit.ly/tuition-assistance>

ODU is committed to providing opportunities for education, job skills and career development through workshops, training programs, and tuition assistance for eligible employees and their family members.

Faculty & Staff Development: 757-683-8082 **Tuition Assistance:** 757-683-3051

CAMPUS ENGAGEMENT

ODU provides opportunities for campus and community engagement. Employees are invited and encouraged to participate in campus learning and entertainment activities, athletics activities and traditions, volunteer opportunities and constituent groups.

CHILDCARE (Children's Learning & Research Center)

odu.edu/childcare

The ODU Children's Learning and Research Center provides high quality comprehensive care for children from 8 weeks through kindergarten from 7:30 a.m. to 5 p.m. weekdays.

Infants & Toddlers: 757-683-3320 **Preschool:** 757-683-4987

DUAL CAREER/SPOUSAL HIRING (DCRP)

odu.edu/facultyhandbook

ODU is committed to assisting dual-career couples when one member has an offer of employment at the University and both are considering relocation to the area.

Academic Affairs: 757-683-4559
Career Services: 757-683-5777

Equity & Diversity: 757-683-3141
Human Resources: 757-683-3028

EMPLOYEE ASSISTANCE PROGRAM (EAP)

www.anthemEAP.com (Enter Commonwealth of Virginia)

This program provides access to affordable behavioral, financial, legal or mental health care support for employees and members of their household with personal or work-related challenges and questions, big or small. Employees who elect medical coverage with the University have access to full behavioral and mental health benefits, which include up to four free visits with licensed professionals.

Free, confidential help 24 hours a day, 7 days a week. 855-223-9277

EMPLOYEE WELLNESS PROGRAMS (Recreation & Wellness)

odu.edu/recwell

Fitness and wellness programs provide a supportive environment that encourages employees to adopt and maintain healthy behaviors and overall lifestyle. Programs include fitness assessments, wellness coaching, faculty/staff-only group exercise classes and other programming.

Recreation & Wellness: 757-683-3384

INDIVIDUALS WITH DISABILITIES (Policy #5406)

<http://bit.ly/individuals-with-disabilities>

It is ODU policy that no qualified individual be excluded or discriminated against in job application procedures, hiring, firing, advancement, compensation, fringe benefits, job training, and other terms, conditions and privileges of employment. Further, ODU will provide reasonable accommodation to a qualified individual with a disability, in order to enable such individual to perform the essential functions of position for which he or she is applying or in which he or she is employed.

Institutional Equity & Diversity: 757-683-3141



LACTATION ROOMS FOR NURSING MOTHERS

<http://bit.ly/lactationrooms>

ODU supports the lactation needs of employees by furnishing lactation rooms and reasonable break time for nursing mothers to express breast milk, for no less than 12 months after the birth of a child. Our lactation rooms are appropriately functional spaces that are shielded from view and free from intrusion from co-workers and the public.

ODU VALUES VETERANS (V3 Employer)

dvs3.com

ODU is a certified V3 (Virginia Values Veterans) Employer. We are proud to have a unique opportunity to help veterans gain career employment. The V3 Program helps ODU develop and implement long-term strategies and nationally recognized best practices in recruiting, hiring, and retaining veterans.

WORK-LIFE BALANCE

Old Dominion University is committed to providing benefits and programs that support employee efforts to create a satisfying balance of professional and personal life.

The University has established a variety of policies that support work-life balance for faculty and staff. The following options for alternative work or schedule agreements may be available upon appropriate departmental/divisional review and approval:

ALTERNATE WORK SCHEDULES (Policy #6201)

<http://bit.ly/odupolicy6201>

Alternative work schedules allow for effective delivery of academic, student and administrative services. These options help to facilitate employees' commuting time and balance work and personal responsibilities. Alternative work schedules include flextime, compressed work weeks, job sharing and 9-, 10- or 11- month appointments.

TELEWORK (Policy #6202)

<http://bit.ly/odupolicy6202>

ODU promotes telework as a means of achieving administrative efficiencies, reducing traffic congestion and transportation costs, supporting continuity of operations plans, and sustaining the recruitment and retention of a highly qualified workforce by enhancing work-life balance.

TEMPORARY CHANGE IN DUTIES FOR FULLTIME TEACHING FACULTY (Faculty Handbook- Page 105)

odu.edu/facultyhandbook

ODU supports fulltime teaching faculty who expect a new family member through birth or adoption by encouraging flexible work arrangements such as research, advising, and other non-teaching duties that may ease the transition between work and parental care.

Academic Affairs: 757-683-4423

TENURE CLOCK POLICY (Faculty Handbook- Page 46)

odu.edu/facultyhandbook

ODU'S tenure clock policy supports work-life balance for lifetime events such as the birth or adoption of a child and responsibility for care of dependent others.

Academic Affairs: 757-683-4423