

PROVIDENCE COLLEGE

Family Friendly at
Providence College

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Providence College prides itself on being a family that supports its members based on our mission.

It is committed to fostering the well-being of faculty and staff and offers a variety of resources and support for faculty as they strive to balance their personal and professional lives.

For information beyond this brochure, please visit: <https://human-resources.providence.edu/benefits/>



Child and Dependent Care

- **Dependent Care Flexible Spending Account** allows employees to set aside a portion of salary (up to \$5,000 per year) on a pre-tax basis to pay for out-of-pocket expenses, such as day care tuition, so that the employee or spouse may work, seek work, or study as a full-time student.
- **Bright Horizons CareDirect Program** includes:
 1. Full-service backup care for children, adults, and elders. Care can be arranged via a nationwide network of screened, in-home caregivers and care centers. Services include urgent/planned care for well and mildly ill children/adults both in-home and in-center.
 2. Additional family support is available through an online caregiver database (Sittercity), allowing faculty and staff to directly select child care, adult/elder care, and pet care.

Parenting and Tenure

- Providence College abides by all the requirements of the federal Family and Medical Leave Act (FMLA) and other state law entitlements. Faculty who have worked at the College for up to 12 months are eligible for a leave of up to 12 weeks, and eligible faculty also may qualify for one additional week of leave once in each of two consecutive years under state law.
- Faculty who have served the College for at least one year are eligible for a full semester's leave at full pay and benefits if they qualify for FMLA leave for serious illness or birth or adoption of a child.
- Untenured tenure-track faculty who take a full semester's leave under FMLA can, by bi-lateral agreement, turn off their tenure, promotion, and sabbatical clocks while on leave, thus extending the probationary period.
- Probationary faculty are eligible for a pre-tenure research leave, for one semester at full pay and full benefits, that allows them to better juggle their research needs and parenting responsibilities.

Educational Benefits

- Upon hire, faculty are eligible for full tuition remission for courses in the undergraduate school, the School of Continuing Education, and graduate programs — with a maximum of two courses per year and a maximum of one degree.
- Spouses and children of full-time faculty are eligible for full tuition remission in the School of Continuing Education after a two-year waiting period. After two years of service, a faculty member's spouse and dependent children receive a 25% tuition discount in the undergraduate and graduate schools. An additional 25% discount in tuition is granted for subsequent years of service, so that after five consecutive years of service, spouses and children are eligible for full tuition remission – with a limit of 4 courses per semester and a maximum of one degree in each school.

Employee Assistance Program

The EAP provides psychological counseling and referral for employees and their dependents through a network of psychiatrists, psychologists, and certified family counselors. This benefit is paid fully by the College.

Leaves of Absence

- Ordinary faculty may earn four weeks of sick leave per year of service. Total accumulation allowed is twenty-four weeks. Sick time is only expended when an academic semester is in session.
- Ordinary faculty are eligible for a pre-tenure research leave of one semester during the probationary period. They also are eligible for semester- or year-long sabbatical leaves after six years of continuous employment. Faculty also may request personal or professional leaves for a variety of reasons.

Health Care FSA

- The College offers a Flexible Spending Account for health care, which allows you to pay for expenses not covered by your medical, dental, or vision insurance plans. Pre-tax dollars (up to \$2,650 per year) can be used by the employee and eligible dependents for qualified out-of-pocket expenses.
- Eligible employees may elect to waive coverage under the College's medical and/or dental group insurance plans and receive a buyout in the amount of \$1,400 and/or \$165 respectively, and are subject to federal and state tax. Proof of alternative coverage is required.





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