



University of Pittsburgh
Lactation and Pregnancy Accommodations Policy Committee Charter

I. Preamble

This body is called the Lactation and Pregnancy Accommodations Policy Committee (“Committee”). It is authorized by the Chancellor and will serve at the Chancellor’s discretion. The Chancellor has authorized the Vice Chancellor for Institutional Engagement and Wellbeing or their designee, to direct the operations of this Committee, consistent with the terms of this Charter. This Charter outlines the purpose, relevant background, scope, responsibilities, composition, and operations of the Committee, as well as the review process for any proposals generated by this Committee.

This document should be read in conjunction with Policy AO 01, Establishing University Policies, and all other applicable University policies, protocols, and procedures.

II. Purpose

This Committee is created for the purpose of proposing a new University Policy, as well as documents that support its implementation, which will govern the University’s commitment and efforts regarding accommodations for lactating and pregnant members of the University community.

III. Background

The University understands the importance of creating an inclusive environment, as it is one of the University’s core values. Creating this environment includes providing reasonable accommodations for lactating and pregnant individuals. To do so, the University needs to provide clear guidance for the rights of lactating and pregnant individuals and identify what spaces exist to accommodate their needs. Developing a policy on lactation and pregnancy accommodations will bolster success and support for University members who are pregnant and/or lactating

While the University does provide lactation rooms across campus, there is no current University Policy governing the accommodations the University will provide lactating faculty, staff, or students. The lack of a University Policy on this topic has resulted in decentralized guidelines for faculty and staff that exist in various offices on campus, including from the Offices of Human Resources (OHR), Institutional Engagement and Wellbeing (IEW), and Facilities Management. Additionally, there is currently no guidance on the University members’ use of lactation spaces

on campus. These gaps in direction have resulted in inconsistent administration of these spaces and accommodations across campus.

Furthermore, a policy in this space will assist the University in its compliance with applicable federal standards, which require employers to take action to protect certain rights of lactating and pregnant individuals. For instance, the Pregnant Workers Fairness Act requires employers to make reasonable accommodations for employees for limitations related to pregnancy, including lactation and breastfeeding. Additionally, Section 7 of the Fair Labor Standards Act of 1938 (29 U.S.C. 207), as amended by the Breaktime for Nursing Mothers Provision of the Patient Protection and Affordable Care Act and extended by the Providing Urgent Maternal Protections for Nursing Mother Act (PUMP Act) requires employers to provide reasonable time and a place other than a bathroom for nursing individuals to express breast milk. A University Policy on this topic can address these requirements.

The Policy would affirm the rights of lactating and pregnant individuals established through relevant laws and regulations and establish centralized processes and procedures at the University to accommodate lactating individuals.

IV. Scope and Authority

The Committee will recommend a new University Policy, and its supporting documents (e.g., procedures and standards), to govern the management and use of lactation spaces on campus, as well as clearly establish the lactation rights of students and employees. The Committee's deliberations must address the following topics:

- **Scope.** Identify and clearly define which offices, current practices, and processes for accommodating lactating and pregnant individuals' needs are within the scope of this Policy. In developing the specific scope, the Committee should consider the needs of lactating students, staff, and faculty, including how the needs of each of these stakeholders are similar and how they differ.
- **Rights.** Clearly define rights in relation to lactation and pregnancy accommodations.
- **Compliance.** Address all relevant laws and regulations, including, the Pregnant Workers Fairness Act, Section 7 of the Fair Labor Standards Act of 1938 (29 U.S.C. 207), as amended by the Breaktime for Nursing Mothers Provision of the Patient Protection and Affordable Care Act and extended by the Providing Urgent Maternal Protections for Nursing Mother Act (PUMP Act), and other federal and state regulations.
- **Align.** Review other relevant University policies and rules governing space management, breaktimes, and accommodations and ensure the proposed Policy aligns with those existing University policies and current and best practices, or recommend

to the Office of Policy Development and Management revisions to those Policies, as applicable.

- **Procedures, Standards, and Guidelines.** Develop necessary procedures, standards, and guidelines for the creation and management of lactation spaces on campus and requests for additional breaktimes for lactation purposes.
- **Roles and Responsibilities.** Establish roles and responsibilities of relevant offices and departments (e.g., Facilities Management, OHR, Office of Civil Rights and Title IX) necessary to implement the proposed policy, especially as they relate to management of lactation spaces and providing reasonable break times for students, faculty, and staff.

V. Responsibilities

As provided above, the Committee is created to propose a Policy to govern the management and use of lactation spaces on campus, as well as clearly establish the lactation rights of students and employees. To perform this function, the Committee has the responsibility to:

- Review current lactation space management practices and procedures found in University departments and offices, including those regarding a reasonable break time for lactating individuals;
- Benchmark peer universities and discuss best practices in higher education related to ensuring the rights of lactating individuals, specifically, navigating the creation and management of lactation spaces, ensuring reasonable break times for lactating individuals, and any other accommodations that may exist for lactating individuals;
- In accordance with the terms of this Charter, consult with the Lactation Committee and other University stakeholders (including departments, schools, faculty, staff, students, and regional campuses) who have a role in the management of facilities and providing accommodations to lactating individuals to inform the drafting of the proposed Policy;
- Incorporate or address applicable local, state, federal, and international requirements into the proposed Policy and associated procedures;
- Recommend a draft Policy for review pursuant to the process described in Section VII below, and consider feedback during that review; and
- Recommend accompanying draft procedures or other supplemental material needed for the effective and efficient implementation of the proposed Policy.

It is expected that the Committee will work in confidence to have a full and frank discussion of all options. Individual members should maintain the deliberations of the Committee confidential and are expected to not discuss the content of the Committee's deliberations outside of the Committee, unless authorized to do so by the Committee. The broader community will

have an opportunity to consider the Committee’s proposals pursuant to the process described in Section VIII below.

VI. Composition

The Committee will be chaired by **Clyde Wilson Pickett**, Vice Chancellor for Institutional Engagement and Wellbeing. The Committee will include the following members:

1	Kylie	Baker	Board Member	Student Government Board
2	Tierra	Bodamer	Director of Health Services	University of Pittsburgh at Bradford
3	Shannon	Bolibruck	Nurse	Student Health Services
4	Jordan	Bowser	Business Manager	Office of the Provost
5	Ashley	Boykin	Wellness Specialist	Office of Human Resources
6	Leigh	Cully	Director	Disability Resources and Services
7	Jordan	Hoover	Director of Executive Administrative Operations	Office of Facilities Management
8	Jamie	Kulzer	Associate Professor, IAA Program Director for the HGAC Collaboration	Equity, Inclusion, & Anti-Discrimination Advocacy Senate Committee
9	Suzanne	Lynch	Business Administration Manager	University Center for Teaching and Learning; Staff Council Vice President of Finance
10	Brittany	Turley-Frund	Sr. Benefits Analyst, Health and Welfare	Office of Human Resources
11	Carolyn	Verga	Assistant Vice Chancellor for Campus Planning	Finance and Operations
12	Victoria	Wyant	President	Graduate and Professional Student Government

Brittany Conner, Policy Specialist, will help facilitate and support the work of the Committee on behalf of the Office of Policy Development and Management.

J. Nicole Rhodes, Associate Legal Counsel, will support the work of the Committee on behalf of the Office of University Counsel.

VII. Operations

The Committee will meet monthly, or more frequently as circumstances dictate. The Committee’s proposed Policy on Lactation Accommodations will be submitted to the VC-IEW,

or their designee, no later than the 2026 Calendar Year. The VC- IEW may ask for interim status reports.

After the VC- IEW'S, or their designee's, review is complete, the draft Policy will be submitted to the Office of Policy Development and Management ("Policy Office") to coordinate its review consistent with Policy AO 01.

VIII. Proposed Policy Review Process

The review process for the Committee's recommended Policy is as follows:

- University comment period;
- Academic Leadership Team;
- University Senate's Committee on Equity, Inclusion, & Anti- Discrimination Advocacy;
- Faculty Assembly;
- University Senate Council; and
- Administrative Leadership.

The Committee will coordinate with the Policy Office to consider feedback provided throughout this process.

Once this review process is complete, the proposed Policy will be sent to the Policy Office for review and submission to the Chancellor in accordance with Policy AO 01.

IX. Amendment

Any amendments to this Charter must be made in accordance with Policy AO 01 and receive the approval of the Chancellor or designee.

This Committee shall expire on the publication of a new University Policy that governs Privacy, unless otherwise directed by the Chancellor.