

The summary of collecting data on *work-life balance and support for the families – policies, measures and best practices* at 4EU+ universities

With a satisfactory work-life balance, scientist and other employees and can reach higher productivity along with a better commitment and motivation to work, the absent rate is lower and physical and mental health improves. Work-life balance at the university is an important aspect of a healthy academic environment - it definitely affects the sense of security and appreciation by members of academic society.

Across the 4EU+ Alliance all universities appreciate the importance of wellbeing of academic societies. Various measures and polices are in place to support working parents as well as their families.

By colleting detailed data provided by universities, we could create the compilation of the most effective and proven measures on work-life balance:

Organisational support

- flexible working arrangements (SU, UW, CU, HU, UMIL), flexible work schedules (SU, CU, UW), smart working (UMIL), hybrid work, online teaching (UW, SU, HU, CU), teleworking (SU, HU), combining parental leave with part-time work (UW, CU)
- friendly hours of formal gatherings and meetings of collegiate bodies (UW, SU, CU), friendly hours of courses and examines (SU), restrict email communication to office hours (SU)
- sabbatical for all employees (HU), family-friendly vacation planning for employees with school-age and kindergarten children (HU, SU)
- support to research projects/administrative duties: student and research assistants (scientific and student assistants carry out auxiliary activities for research and teaching and support students in tutorials) (HU)

Infrastructure

- nursery (UW, HU), daycare centre (HU)
- kindergarten for children of employees (UW, CU)
- co-working space work'n'kid (UW), studying with children (support for student parents – e.g. consultation, Mensa for Kids) (HU)
- congress childcare (for guests who bring along their children) (HU), the KidsBox - a rollable closet that, when unfolded, creates an area for children to play in or for parents to change or care for, can be used free of charge for childcare during university events such as conferences, seminars or celebrations, but can also be used for a longer period of time as part of a parent-child study (HU)
- baby care rooms (UW, CU, HU)
- day-care facilities (SU, CU, HU), day-care options available to employees through the Research Ministry on behalf of the university (SU)
- kids club (for the children of scientists who come for a stay at the university) (HU)
- the backup-service (flexible emergency care in urgent and unforeseeable situations) (HU)
- holiday childcare (vacation care allowance in cooperation with two major vacation care providers, a university vacation program (HU)
- accommodation in a dormitory/the student residences with a spouse or a child (UW, HU), meals in the university's student canteen (UW)

Advice

- concierge-service (HU provides research, negotiate and organise help around the house or garden e.g. transaction of administrative procedures, official business and other errands, shopping service, clearing out and household liquidation, window cleaning. The service is available to all members of the university as well as to members of affiliated institutions, including scientific and non-scientific members (HU)
- dual career service (extensive information and counselling to support the partners and families of newly-hired professors and postdoctoral researchers e.g.: information about employment opportunities, career and job application coaching and help and support during the application process (HU)
- clearing service “Academia and Family” - moderated counselling session for the parent who will be taking care of the child with his/her head of department / institute or team leader to plan the continuation of their academic career and future cooperation (HU)

Financial support

- childcare grant (in case when the birth took place during the period of employment at the university (UW)
- education voucher/financial contribution granted to children from kindergarten to university (UW, UMIL, SU, HU), support for children after-school care and extra-curricular activities of the children (SU)
- co-financing of holidays in one of the university owned resort, co-financing for organized holidays purchased individually (UW, SU), contribution for the attendance of summer centers/campuses (UMIL, SU, CU), holiday gifts allowance (SU), holiday childcare - vacation care allowance for employees (HU)
- the offer of recreational facilities (UW, CU)
- schools reduced tuition fees for University employees (HU), exemptions for the university study of employees (UMIL)
- contribution for the assistance to staff's family members without self-sufficiency (UMIL)
- low-interest loans for employees, Ph.D. students and students (UW)
- health care plan for University staff (UMIL)
- annual allocation of a specific sum to be disbursed in the form of subsidies for teaching, research, technical and administrative staff (UMIL)
- additional monthly salary, based on the number of children and income for employees (SU)
- allowances to employees caring for children with disabilities (SU)

Taking into account caring responsibilities in the **assessment of scientific achievements**

- extending the academics' obligatory periodic assessment by the period of maternity or paternity leave (UW)
- extending employment contracts by the time scientists claim parental leave on certain conditions (HU)
- consideration of maternity/paternity in career assessment (UW, SU, CU),
- consideration of workload/ working full-time/not full-time in career assessment (CU)
- SU joined the COARA group to accompany the evolution of research assessment practices and include them into its processes (SU)
- including childcare periods in appointment procedures and recruitment processes (HU)

Grants and competitions for researchers who are young parents

- Support for researchers who are young parents (organizing a call for research projects directed specifically to parents returning to scientific activity after a child care leave) (UW)

Research on the situation/needs of those who have caring obligations

- university-wide scientific research project on experience of barriers and difficulties in combining work, student and family life, organizational culture and atmosphere around parenting at the university, university's regulations and practices on work-life balance (UW), researches on the topic on work-life balance, caring obligations (UMIL, CU)
- university-wide multi-methods research project on equality at the university (including the experience of unequal treatment and well-being in the workplace) (UW)
- collecting best practices of faculties on work-life balance and supporting parents at work (UW)
- research units leading sociology studies on inequality, including education, family care etc. (SU, UW)

Indicators and data collection on the phenomena behind the need for these services and their actual usage

- One-off survey with data collection and analysis by category (CU, UCPH, UW)
- Future plans on gender-related database on career progression, income and allowance (SU)
- Systematic data collection and analysis (UW, UMIL)
- General information available from HR database (UCPH, UMIL)

Psychological or legal support for those in need

- University-funded psychological consultancy service on personal and/or work-related issues (UW, UMIL, HU, UCPH, CU)
- External confidential service for anti-discrimination/mobbing/harassment purposes (UMIL, SU)
- Internal Ombudsman (UW)
- Whistleblower service (SU)
- Internal legal clinic/counselling (UW, CU)

Training and workshops related to work-life balance

- Courses/workshops on WLB for different groups (UW, HU, UCPH, SU, CU)
- Courses on communication, mindfulness, productivity, stress management (UW, HU, SU, UCPH)
- Specific courses for managers (UW)

Events for family (e.g. summer camps, picnics, meetings)

- Events organized by workers' associations (UMIL, SU)
- University-organized events (picnics, summer camps, bake-offs, physical exercises, Christmas party, cultural events ...) (UW, UCPH, CU)

Information and promotion on work-life balance policy and measures (e.g. publications, campaigns, compilation of information on parenthood and work-life balance, compilation of good practices)

- Yearly email/Newsletter with all University-funded or -sponsored WLB initiatives (UMIL, HU)
- University journal (CU)
- University website (UMIL, UW, HU)
- Employment Handbook (UW)
- Podcast (HU)
- Ad-hoc campaign to be launched in 2023 (SU)
- Conference on WLB (CU)

Establishing office, appointing person(s) in charge of work-life balance and support for the families

- Specific Welfare and Equal Opportunities Office (UMIL, HU)
- Specific Organizational Listening and Mobility Office (UMIL)
- University-wide Equal Opportunities Committee (UMIL, CU)
- Equal Opportunities Commissioner (HU)
- HR Office with ad-hoc specialist(s) (UW, HU, CU)

Other initiatives

- Complaint procedure against discriminatory behaviours (UW)
- Specific external audit (HU)
- Ad-hoc institutional strategy and cooperation with sponsoring local and national government (HU)
- Written commitments (HU)
- Support for child-bearing/caring students (CU)