



Charge to Advisory Council on Work-Life

Advisory Council on Work-Life

The Advisory Council on Work-Life will be established to demonstrate and reinforce a long-term commitment to a positive work-life climate at the University of Kentucky. The Council on Work-Life will advise the University regarding work-life related issues and ensure that excellence in work-life practices and philosophy become part of the fabric of the institution.

The Advisory Council on Work-Life is an integrated, diverse group representative of the University and is composed of at least ten members, but no more than fifteen, to be appointed by the President. Recommended appointments and standing seats are representatives from the Commission on Diversity, Commission on Women, Employee Benefits Committee, Staff Senate, University Senate, Human Resources, and Wellness. The President will name five members of the Council to an Executive Committee. The Executive Committee will be empowered to make decisions on behalf of all of the members of the Advisory Council. The Advisory Council members will serve three-year terms on a rotating basis and report to the Executive Vice President for Finance and Administration (EVPFA). A maximum of two consecutive terms are permitted. The inaugural Advisory Council members shall consist of a minimum of five employees who previously served on the President's Work-Life Task Force. Their terms shall be no less than one year and no more than three years. The Director of the Work-Life Office will report directly to the Executive Committee of the Advisory Council and the EVPFA.

The Council will complete the following tasks:

- The Council on Work-life will develop a University statement of Principle with regard to work-life issues and efforts.
- The Council will set priorities for work-life efforts within the University, incorporating the needs of the University and its employees, as well as the realistic availability of resources.
- The Council will collaborate and work closely with the EVPFA.
- The Council will systematically evaluate work-life initiatives and report to the University Community.

Work-Life Office

A Work-Life Office with an executive director will be established to provide an integrated, systematic approach to addressing work-life issues with a focus on culture and institution-wide initiatives. This will affirm the institutional commitment to an on-going implementation plan for the work-life effort compatible with the Institution's mission. The Office for Work-Life will include a minimum of an executive director position with appropriate support staff and operating expenses.

- The Office will facilitate initiatives among University employees to help modify workplace practices and change culture as a way to support employees in their work and family lives.
- The Office will assist in the dissemination of information related to work-life to employees in a coordinated fashion.
- The Office will facilitate coordination of work-life activities and other related initiatives to assure comprehensive and consistent services and avoid overlapping or competing efforts.
- The Office will ensure training and educational opportunities that promote work-life balance for employees are available and utilized.

- The Office will work collaboratively with other University departments to implement the recommendations of the Council (described above) and will assist with the promotion and training related to existing work-life opportunities at the University.
- The Office will develop an educational campaign to promote the existing resources offered by the University of Kentucky and the community (see Work-Life Task Force recommendations).
- The Office, in collaboration with Institutional Assessment, will identify and implement an assessment tool or series of benchmarks to be used to establish a baseline and provide on-going evaluation of the University Work-Life initiative.
- The Office will issue an annual report of progress/status/recommendations to the Office of the President and the University community in the month of December.
- The Office will work collaboratively with the academic creation of a multidisciplinary research initiative in the work-life area.
- The Office will pursue non-traditional opportunities for partnership and entrepreneurial efforts that foster the advancement of work-life principles across the Commonwealth.
- The Office will be placed within the administrative structure of the EVPFA.

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