

08.01.02.R0.02 Student Pregnancy and Parenting Support



Approved July 7, 2024
Next Scheduled Review: July 7, 2029

Procedure Summary

Texas A&M University-Commerce is committed to providing an environment free of discrimination and “shall not discriminate against any student, or exclude any student from its education program or activity, including any class or extracurricular activity, on the basis of such student’s pregnancy, childbirth, false pregnancy, termination of pregnancy, or recovery therefrom.” Moreover, the University is committed to assisting all parenting students, regardless of sex, in continuing their education and maintaining their academic progress.

This procedure provides the process for supporting a student’s request for academic accommodations due to pregnancy, childbirth, related health care, and/or parenting. Furthermore, this procedure addresses a student’s or instructor’s request for risk-reduction modification of programs/classes that may involve exposure to chemicals, radiation, or other circumstances that could harm an unborn child.

Procedures and Responsibilities

1 STUDENT

1.1 Academic Support. Students requesting academic accommodations due to pregnancy, childbirth, or resulting medical status or condition are responsible for:

1.1.1 Informing their instructor and

1.1.2 Submitting a written request to the University Ethics and Compliance Office.

https://cm.maxient.com/reportingform.php?TAMUCommerce&layout_id=31

1.2 The written request via the above link should include:

1.2.1 Campus Wide Identification (CWID) number,

1.2.2 Specific academic accommodations requested,

1.2.3 Names of instructors and course title/number (copy of class schedule), and

1.2.4 Appropriate documentation from a medical provider verifying the need for the specific accommodations requested.

1.2.5 Note that a change in accommodations may occur due to the progression of the pregnancy. Any request for different accommodation(s) must be submitted with additional documentation justifying/verifying the adjustment.

2 DESIGNATED LIAISON OFFICER

The University will designate at least one employee to act as a liaison officer for current or incoming students who are the parent or guardian of a child younger than 18 years old.

2.1 The Parent Liaison Officer will provide students information regarding support services and other resources available to the student, including:

2.1.1 Resources to access:

2.1.1.1 Medical and behavioral health coverage and services; and

2.1.1.2 Public benefit programs, including programs related to food security, affordable housing, and housing subsidies.

2.1.2 Parenting and child care resources;

2.1.3 Employment assistance;

2.1.4 Transportation assistance;

2.1.5 Academic success services; and

2.1.6 Any other resources developed by the University to assist students.

3 UNIVERSITY ETHICS AND COMPLIANCE OFFICE (UECO)

3.1 UECO shall receive and evaluate the request(s) in accordance with Title IX and Texas Education Code requirements and guidelines. If not otherwise provided, UECO shall request from the student appropriate information regarding the student's courses, instructors, dates regarding excused absence and/or other academic accommodations requested, and supporting medical information from the student's medical provider.

3.2 Upon completion of the review, UECO will provide written notice to the student's instructors or other appropriate officials of the approved excused absence date(s) and/or other accommodation, with the stipulation that if an instructor's grading is based in part on class attendance or participation, the student should be allowed to earn the credits they missed so that they can be reinstated to the status they had before the absence. A courtesy copy (excluding medical information) will be provided to the Parent Liaison Officer and the Director of Emergency Management and Safety (as warranted).

3.3 Follow up requests for further excused absences and/or support will be submitted to the UECO as needed.

4 PROVOST'S OFFICE

The Provost's Office coordinates with and assists the instructors or other appropriate university officials in addressing special circumstances and/or other support requirements, in consultation with the UECO.

5 FACULTY

Faculty have the right and responsibility to participate in the decision-making process regarding the type and range of accommodations that may alter the essential elements of learning outcomes of an assignment, course, or degree program

6 GENERAL PARENTING SUPPORT GUIDELINES

6.1 Excused Absences related to pregnancy or childbirth, without a provider's note, are three (3) school days greater than the number of excused absences identified in the syllabus for each individual course. There is no limit on excused absences with a provider's note.

6.2 Students are allowed a reasonable time to make up or complete any assignments or assessments missed due to excused absences.

6.3 Students will be provided with access to all course materials. This may include instructional materials, laboratory access, and recordings of class lectures, depending on the circumstances.

6.4 Leave of Absence: Students may initiate a Leave of Absence, without showing a medical need. The Leave of Absence may be taken with advance approval of the student's department.

6.4.1 The student may return in good standing without being required to reapply for admission, so long as the student is in good standing at the time the Leave of Absence begins and may complete the degree or certificate program based on requirements at the time of the Leave of Absence.

6.4.2 The Leave of Absence may be taken for a minimum of one semester and up to two long semesters (i.e., Fall and Spring). For students participating in competency-based programs, the maximum Leave of Absence is four semesters.

6.4.3 Students taking a Leave of Absence should contact the UECO at least 30 days in advance of the start of the leave, or as soon as possible.

6.4.4 Students taking a Leave of Absence are encouraged to meet with the Office of Financial Aid and Scholarship to discuss the impact of a Leave of Absence. The UECO will assist in scheduling the meeting.

6.5 Students who are requesting a grade of "incomplete" should contact the UECO for further direction and guidance.

6.6 Questions concerning financial aid, tuition, housing and/or other matters arising from extended absences will be resolved in accordance with respective procedures.

- 6.7 Parenting students will be provided access to early registration for courses or programs.
- 6.8 In situations in which academic accommodation would cause a fundamental alteration of a course/program, UECO, the Provost's Office, and the Parent Liaison Officer will work with appropriate faculty, program staff (if necessary), and the student to identify an alternative path to completion, if possible
- 6.9 Retaliatory action of any kind is prohibited when taken against a complainant, respondent, witness or other person participating in a discrimination, sexual harassment or related retaliation investigation, complaint, hearing or suit. Such retaliatory action will be regarded as a separate and distinct cause for complaint and possible disciplinary action, including dismissal or expulsion.

7 INFANT AND PARENT HEALTH CARE

Students will work with their instructors to request excused time off for routine, short-term support of infant and parent health care matters and resume regular class attendance as quickly as possible. If students are unsuccessful in receiving support through informal discussions with their instructors, they may contact the Parent Liaison Officer or Title IX Coordinator.

8 RISK-REDUCTION DUE TO EXPOSURE TO CHEMICALS, RADIATION OR OTHER CIRCUMSTANCES

- 8.1 Some university programs and/or classes may involve exposure to chemicals, radiation, or other circumstances that could harm an unborn child. In these cases, pregnant students or students planning to become pregnant should consult their health care provider to determine what, if any, additional precautions are needed based on their individual situation.
- 8.2 It is the responsibility of students to communicate their needs to the instructor and the UECO, as soon as possible to identify risk-reduction measures. While the University cannot require pregnant students or students who plan to become pregnant to notify the University, doing so helps ensure that the University can take appropriate steps to ensure the health of both the parent and the unborn child.
- 8.3 Additionally, if an instructor has concerns regarding possible environmental, safety or other circumstances that could harm an unborn child, the instructor should contact the UECO, to discuss alternatives and/or risk reduction measures.

9 TRAINING EDUCATION/INFORMATION

Information regarding this procedure will be provided on the university's website, in the Student Guidebook, Faculty Handbook, and during appropriate student, staff and faculty orientations and meetings. Additionally, annual notices about university procedures will be sent to students, faculty, and staff.

10 REPORTING

Not later than May 1 of each academic year, the UECO will submit to the Texas Higher Education Coordinating Board (THECB) and A&M System Offices the name and contact information of the liaison officer and a report containing information regarding students who are parents or guardians of a child younger than 18 years old:

10.1 Number of Student Parents

10.2 Demographic Data

10.3 Academic Data

10.4 Other data required by the THECB

11 MONITORING/COMPLIANCE REVIEW

A&M-Commerce will monitor the implementation of this procedure each semester. UECO is responsible for maintaining records relating to requests for support under this procedure.

Related Statutes, Policies, or Requirements

[Texas Education Code Sec. 51.982 *Protection for Pregnant and Parenting Students*](#)

[Texas Education Code Sec. 51.9357 *Designation of Liaison Officer to Assist Certain Students Who are Parents; Report*](#)

[Texas Education Code Sec. 91.983 *Early Registration for Parenting Students*](#)

[Texas Administrative Code, Title 19, Part 1, Subchapter X, 4.370-4.376 *Parenting and Pregnant Students*](#)

System Policy [08.01 *Civil Rights Protections and Compliance*](#)

System Regulation [08.01.01 *Civil Rights Compliance*](#)

University Rule [08.01.01.R2 *Civil Rights Compliance*](#)

Suspends University Procedure [08.01.01.R2.03 *Student Pregnancy and Parenting Support*](#)

U.S. Department of Education [*Support the Academic Success of Pregnant and Parenting Students*](#)

<https://dms.tamuc.edu/Forms/Pre-Registration-for-Parenting-Students>

Revision History

Approved September 5, 2017
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Contact Office

University Ethics and Compliance Office
903.886.5998
Parenting@tamuc.edu