

KARADENİZ TECHNICAL UNIVERSITY - MATERNITY POLICY -

PURPOSE OF THE POLICY

This policy has been prepared in order to support academic and administrative female staff and female students working at Karadeniz Technical University in the motherhood process, to protect work-life and education-life balances, and to provide an inclusive academic environment on the basis of gender equality. The policy contributes to preventing interruptions in education and career processes due to motherhood, ensuring that mothers have access to institutional support mechanisms while fulfilling their childcare responsibilities, and increasing structural arrangements such as nurseries and milk rooms.

RELEVANCE OF THE POLICY

Relevant Sustainable Development Goals (SDGs): This policy is primarily related to the following goals from the United Nations Sustainable Development Goals:

- SDG 3: Healthy and Well-Being
- SDG 5: Gender Equality
- SDG 8: Decent Work and Economic Growth

Relevant Metrics:

- THE Impact Rankings
- UI GreenMetric
- QS Social Responsibility Indicators

SCOPE OF POLICY

It covers the support and services for academic and administrative staff, students and prospective students to maintain a balance between family life and work/study life at Karadeniz Technical University. In this context, it is aimed to improve the quality of social and professional life of the university community through flexible work and study arrangements, parenting support, leave rights and family-oriented programs.

Target Audience: Female students and academic and administrative female staff are among the target audience of this policy.

Application Areas: The principles of this policy are applied in faculties, institutes, colleges and research centers, administrative units, student dormitories, campus and social areas, university events and cultural programs, digital platforms and remote access systems (flexible working and learning practices) within the university.

BASIC PRINCIPLES AND LEGAL BASES

KTU adheres to the following basic principles regarding maternity policies;

- **Equality and Equal Opportunity:** Academic and administrative staff, students, and prospective students are supported to balance their parenting responsibilities with their work/study lives, and additional facilities are provided for disadvantaged groups.
- **Increasing Participation: Regulations** are implemented to increase the active participation of individuals who have lost opportunities due to parenting obligations in education and career processes.
- **Support and Guidance:** Flexible work and learning arrangements, counseling, and guidance services are developed for parents.
- **Transparency:** The rights and services offered within the scope of the policy are clearly announced, and all processes are auditable and reportable.
- **Sustainability:** The effectiveness of the policy is regularly measured, and improvements are made according to the results obtained.

- **Legal Bases:** It is based on the International Labour Organization (ILO) Maternity Protection Convention No. 183, CEDAW – Convention on the Elimination of All Forms of Discrimination Against Women, Civil Servants Law No. 657, Labor Law No. 4857, Higher Education Law No. 2547, YÖK Legislation and relevant legal regulations.

RESPONSIBILITIES AND ROLES

Implementing Units:

- **Women and Family Studies Application and Research Center (KAÇAUM):** Organizes awareness and training programs within the scope of motherhood policy and increases awareness of parenting and gender equality. It evaluates the needs of academic and administrative staff and students and prepares reports for the development of policy implementations.
- **Registrar's Office:** Ensures that student parents benefit from flexible learning arrangements, leave and support services. It announces the rights and services offered under the policy to students and facilitates their access. Shares student data and requests with the relevant units.
- **Administrative Units:** Enforces parental leaves, flexible work, and support rights for academic and administrative staff. It ensures the integration of the policy into personnel processes and carries out implementation follow-up.
- **Department of Health, Culture and Sports (SKS):** Plans and implement health, care and social support services for parents and children on campus. It contributes to motherhood and family support activities with education and awareness programs.

Monitoring Units and Responsibilities:

- **Rectorate and Senate:** Gives official approval of the policy and conducts necessary audits. It ensures that the objectives of the policy are achieved in accordance with institutional priorities.
- **Strategy Development Department (SGDB):** Monitors the implementation of the policy, measures and reports its performance. In line with the data obtained, it offers improvement suggestions that will increase the effectiveness of policy implementations.
- **Research Coordination Office:** Monitors the academic and research dimensions of the activities and practices carried out within the scope of the policy, collects, analyzes and reports data on performance indicators. The office also develops suggestions for improvement when necessary. The Sustainability Unit organizes the necessary data for sustainability indices such as UI GreenMetric and THE Impact Rankings.

APPLICATION STEPS

1. **Initial Inventory and Goal Setting:** Parenting status, current nursery and milk room capacity, leave usage data, and counseling/psychosocial support needs of academic and administrative staff and students throughout the university are determined. Measurable goals are set in line with this data.
2. **Planning and Design:** In line with the determined goals, milk rooms and breastfeeding areas are designed throughout the campus, feasibility studies are carried out to increase the capacity of the nursery and to establish a new nursery. Protocols are developed with private nurseries and plans are made to provide discounts/support to staff and students. In addition, workflows and resource planning are designed for post-maternity return/school programs and the execution of psychosocial support services.
3. **Implementation and Transformation:** Within the scope of the policy, the implementation of legal leave rights before and after childbirth is supported, while milk rooms and breastfeeding areas are created on university campuses. The capacity of the existing nursery is increased, the necessary investments are made for the establishment of new nurseries, and discounts or support are provided to staff and students through protocols developed with private nurseries. Programs are implemented to facilitate the return to work or school after motherhood; psychosocial support and counseling services are provided. In addition, awareness activities are organized to encourage equal responsibility in childcare, and all practices are transformed to contribute to a sustainable campus life.

- 4. Monitoring, Reporting, and Improvement:** The programs and activities carried out are regularly monitored within the framework of determined performance indicators. As a result of the annual evaluations, necessary corrections are made in policy implementations and processes are improved in areas where the targets cannot be achieved. Progress and experiences are shared with all internal and external stakeholders.

PERFORMANCE INDICATORS

Indicator	Goal	Source of Verification
Rate of pre/postnatal leave used	Maintaining the implementation of 100% legal rights	Personnel files, Administrative unit data
Number of milk rooms created on campuses	By 2030, at least three milk rooms will be prepared throughout the campus, in areas accessible to each unit	KAÇAUM Reports
Number and capacity ratio of nurseries	Establishing at least one kindergarten service area at the university by 2030 and meeting at least 60% of internal demand	KAÇAUM Reports Career Center Reports SKS Department reports
Number of psychosocial counseling services provided	Increasing psychosocial activities for motherhood by 40% by 2030	KAÇAUM Reports SKS Department reports
Number of seminars, workshops and trainings organized	Organizing at least 2 events for motherhood per year	KAÇAUM Reports Career Center Reports

AUDIT AND REPORTING

- **Monitoring Frequency:** Performance indicators are evaluated annually; relevant indicators are regularly monitored by the relevant responsible units every year. The changes in the values in the indicators during the year are determined and necessary measures are taken in a timely manner.
- **Reporting Frequency:** Annual data; It is recorded in KTU Sustainability Reports within six months following the end of the relevant year and shared with the public on the university website. Four-year data is compiled to form an input for the next strategic planning period. In addition, the relevant data obtained each year is reported to UI GreenMetric and other international sustainability indices.
- **External Verification:** Participation in national and international certification programs is provided to certify the performance of the university within the framework of the relevant indicators. The participation program and decision are taken by the senate. The implementation and effects of the policy are verified through audits carried out by independent organizations.
- **Revision Conditions:** In case 60% of the targeted values of the determined performance indicators cannot be reached for two consecutive years or in case of changes in national/international legislation; the policy is reviewed by the implementing units, revision proposals are prepared, and the policy is submitted to the senate for approval again.

VALIDITY DATE

This policy comes into effect from the date it is approved by the KTU Senate. University units are obliged to comply with and implement the provisions of the policy.