



**Campus Administrative Policy**

**Policy Title:**        **Lactation Policy**

**Policy Number:** 3061                      Functional Area:                      General Administrative

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Effective:                                      March 1, 2021  
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Supersedes:                                    N/A (New Policy)

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    Chancellor, University of Colorado Denver Campus

Prepared by:                                    Legal Office  
Reviewing Office:                              Executive Vice Chancellor for Administration and Finance |  
    CFO, University of Colorado Anschutz Medical Campus  
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    CFO, University of Colorado Denver

Responsible Officer:                        Executive Vice Chancellor for Administration and Finance |  
    CFO, University of Colorado Anschutz Medical Campus  
    Senior Vice Chancellor for Administration and Finance |  
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Applies to:                                      CU Anschutz  
    CU Denver

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**A.     INTRODUCTION**

1.    The University of Colorado Denver | Anschutz Medical Campus (“university”) has adopted this policy for students and employees who wish to breastfeed and/or express breastmilk on the CU Denver campus or the CU Anschutz campus.

**B.     POLICY STATEMENT**

1.    Lactation on Campus for Students and Employees:
  - a.    The university recognizes that reasonable and appropriate adjustments should be considered and offered for students or employees wishing to lactate in order to optimize performance in the classroom or workplace, as applicable. As a result, the university endeavors to provide time, space and reasonable adjustments to the university’s work or educational programs in order to

support students and employees who choose to breastfeed and/or express breastmilk.

- b. The university also recognizes that some pregnancy-related conditions may be protected under the Americans with Disabilities Act and amendments (“ADA”), entitling students and employees to request reasonable accommodations.
  - c. Students planning to breastfeed and/or express breastmilk should reach out to the Office of Equity to discuss reasonable break times or related requests for curricular adjustments.
  - d. Employees planning to breastfeed and/or express breastmilk should reach out to their supervisors to discuss reasonable unpaid break time or the use of paid break time (e.g., lunch) for this purpose.
2. Lactation Breaks
- a. Pursuant to state law, the university is required to provide employees reasonable break time to express breastmilk for a child for up to 2 years after the child’s birth. The university will provide lactating employees the option of three, 20 minute breaks per workday or two, 30 minute breaks per workday, which includes paid meal breaks.
3. Designated Lactation Spaces
- a. The university currently offers lactation rooms throughout the CU Denver campus and the CU Anschutz campus to assist breastfeeding or lactating parents.
  - b. These rooms provide a secure and sanitary area that may be used for breastfeeding or pumping breastmilk and are equipped with an electrical outlet, chair, table for breast pump, nearby access to clean running water, lock from inside and, if a room has a window that needs to be covered in order to address privacy concerns, a window covering will be provided. For large lactation spaces intended to be shared by multiple breastfeeding parents, privacy screens may be provided. In certain spaces designated as lactation lounges, the space is designed to support social interaction by multiple users. Thus, privacy screens are not utilized in such designated lactation lounges.
  - c. Individuals expressing breastmilk are expected to make their own arrangements for refrigeration, which includes, but is not limited to, the option to utilize refrigerators otherwise designated for employee or student use, or to bring their own refrigeration device to store breastmilk. Should an employee or student wish to bring their own refrigeration device to campus, they must receive approval from their supervisor or space authority, as applicable. The ability to bring such a personal refrigeration device to campus is subject to the availability of adequate space and power. Even after such approval is obtained, the university assumes no responsibility for the device or its contents. The maximum size of a personal refrigeration device is no larger than a small (20 inch by 20 inch by 20 inch) dormitory type refrigerator. The university is not responsible for the integrity or security of breastmilk stored in any refrigerator on campus and does not guarantee the safety of any storage

method used. Students or employees who desire to leave their personal refrigeration devices on campus on an ongoing basis, in the lactation rooms or otherwise, may do so, but at their own risk. Employees and students must provide their own containers for storage.

- d. The university has posted the list and map of available lactation rooms on the CU Denver campus and the CU Anschutz campus online at:  
<https://www.cu.edu/docs/cu-denveranschutz-campus-lactation-rooms> and <https://www1.ucdenver.edu/offices/equity/support-resources/pregnancy-lactation-2>. The Office of Equity will annually review and update the list, as necessary.
  - e. Access to lactation spaces
    - 1) When existing locations are not accessible from a breastfeeding student's class/study area or employee's work area, or the current demand for existing spaces makes as-needed pumping challenging, students may contact the Office of Equity to identify a new temporary space, as needed.
4. Whom to Contact
- a. Employees or students with questions regarding the university's lactation resources or concerns regarding discrimination based on pregnancy or parenting may contact the university's Office of Equity.
  - b. If you are a student at CU Denver Campus and need to make an application for reasonable accommodations or need information regarding the ADA, contact the Office of Disability Resources and Services at (303) 315-3510 or [disabilityresources@ucdenver.edu](mailto:disabilityresources@ucdenver.edu) or by mail to CB 118 P.O. 173364 Denver, CO 80217-3364.
  - c. If you are a student at the CU Anschutz Medical Campus and need to make an application for reasonable accommodations or need information regarding the ADA, contact the Office of Disability Access and Inclusion at (303) 724-5640 or [disabilityresources@cuanschutz.edu](mailto:disabilityresources@cuanschutz.edu), or by mail at Building 500, Room Q20- EG 305 13001 E. 17th Place, A010 Aurora, CO 80045.
  - d. If you are an employee and need to make an application for reasonable accommodations or need information regarding the ADA, contact the ADA Coordinator at (303) 315-2700 or [HR.ADACoordinator@ucdenver.edu](mailto:HR.ADACoordinator@ucdenver.edu) or by mail to P.O. Box 173364, Campus Box A005/130, Denver, CO 80217-3364.
5. Related University Guidelines
- a. The university has a set of Guidelines for Assisting Students with Pregnancy and Parenting that addresses some of the University's commitments and obligations pursuant to Title IX of the Education Amendments of 1972.
  - b. The university has a set of Guidelines for Children in the Workplace or Classroom that generally excludes children and describes the circumstances under which employees or students may bring children into University workplaces or classrooms. Those Guidelines apply to children that a parent might wish to bring to a workplace or classroom for the purposes of breastfeeding.

## **C. DEFINITIONS**

1. The terms “breastfeeding person,” and “lactating person” are used interchangeably and intended to include any student or employee who expresses breastmilk for the nourishment of their child.
2. The term “employees” includes, but is not limited to, staff, faculty, post-doctoral fellows, contract workers, and residents.
3. The term “students” includes, but is not limited to, all students, including part-time, full-time, degree-seeking, non-degree seeking, undergraduate, or graduate student enrolled at CU Denver or CU Anschutz.

### **Notes**

1. Initial Policy Effective Date: March 1, 2021.
2. Cross References:
  - [Guidelines for Children in the Workplace and/or Classroom](#)
  - [Campus Policy 7005, Guidelines for Assisting Students with Pregnancy and Parenting](#)