

# **SMSU Lactation Support Program**

In recognition of the well-documented health advantages of breastfeeding for infants and mothers, the Southwest Minnesota State University (SMSU) provides a supportive environment to enable breastfeeding and breast pumping for employees during work hours.

## **University Responsibilities:**

Breastfeeding and/or breast pumping employees who choose to continue providing milk for their infants after returning to work shall receive:

- **Breast Pumping Breaks:**

SMSU will provide reasonable break time each day to employees who need to express breast milk for her infant child. The break time can be uncompensated if the employee is completely relieved to duty during the break. Please note: Effective January 1, 2022, employee's compensation cannot be reduced for time used to express milk. This change does not require unpaid break times such as a mealtime to be converted to paid break time.

- **Breast Pumping Location:**

The Breast Pumping (Lactation) Rooms are located in BA 250 and in the Conference Center Lower Lobby. The rooms are equipped with a comfortable chair, a table, lighting, a locking door, electrical outlet, a refrigerator, and breast pump cleaning supplies. A changing table and nursing essentials are also available in BA 250. If employees prefer, they may also breast pump in their own private offices if agreed upon in advance consultation with their supervisor. Small refrigerators are available for checkout.

- **Supervisory/Staff Support:**

Supervisors are responsible to work with their employees to facilitate this program. Supervisors should alert pregnant and breastfeeding employees about the SMSU lactation support program. It is expected that all employees will assist in providing a positive atmosphere of support for breastfeeding moms.

## **Employee Responsibilities:**

- **Communication with Supervisors:**

Employees who wish to breast pump during the work period shall keep supervisors informed of their needs so that appropriate accommodations can be made to satisfy the needs of both the employee and the university.

- **Breast Pumping Equipment:**

Employees are required to provide all necessary equipment. A manual breast pump is available for individuals to use if needed. Lock boxes for securely storing milk are available for check out through HR. Employees will be responsible for the cleanliness of the designated space after usage.

Approved March 9, 2017;

Revised September 1, 2018; October 31, 2018; July 12, 2022, August 22, 2024, September 16, 2025