



**UNIVERSITY OF
GEORGIA**
Staff Council

Date: October 5, 2021

To: University Council Executive Committee

From: Savannah Hembree
President, Staff Council

RE: Staff Council Telework Resolutions for Endorsement by University Council

On behalf of the UGA Staff Council, we are asking for the endorsement and support from the University Council for the two resolutions passed by the members of the Staff Council regarding teleworking at the university.

Resolution 28-01 is for the continued support, regular utilization, and communication of the USG telecommuting/telework policy to all UGA supervisors to promote uniform understanding and accessibility. The purpose of resolution 28-02 is to request a study on the overall productivity in business operations while utilizing teleworking and flextime schedules during the COVID-19 pandemic. This resolution was put forward by staff, many of whom saw benefits to their own departments and to the University of Georgia that teleworking provided during the pandemic.

Some of the potential benefits are decreasing employee turnover while saving institutional knowledge; attract and retain a diverse and competitive workforce through flexible scheduling; allow students access to certain offices outside of normal business hours; potentially decrease energy, phone, and water bills with fewer people on campus; decrease campus congestion and costs for maintaining overcrowded parking and buses; decrease amount of waste produced by the campus, which would also result in a more sustainable and environmentally friendly campus; and save on transportation/labor costs by allowing for remote meetings.

This resolution seeks to formalize these anecdotal benefits through a formal, potential third-party, assessment to report on the advantages and disadvantages of teleworking and flexible work arrangements for the institution and to aid data-driven decision-making at the University of Georgia as it pertains to the recruitment and retention of our capable staff workforce.



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Resolution 28-02

A Resolution Regarding a University of Georgia Teleworking/Flextime Research Study

Authored by: Michele Griffin and the Needs & Concerns Committee of the University of Georgia Staff Council

Abstract: The purpose of this Resolution is to request a study on the overall continuity in business operations while utilizing teleworking and flextime schedules during the COVID-19 pandemic.

WHEREAS, the University System of Georgia (USG) supports teleworking and flextime programs as evident in its Teleworking/Flextime Policy, Revised 2008;¹

WHEREAS, the University of Georgia (UGA) has and continues to support USG's teleworking and flextime programs;²

WHEREAS, USG colleges and universities including UGA transitioned many employees to teleworking or flextime schedules successfully to accommodate its institutions' mission to serve its students and to maintain continuity in business operations during the COVID-19 pandemic of 2020/2021;

WHEREAS, UGA appears to have successfully secured continuity in business operations by supporting its employees to work remotely or work flextime schedule from March 2020 through July 2021;

WHEREAS, UGA peer and aspirational institutions support staff success in working remotely or in a flextime working arrangement for the well-being of its employees; increase employee performance and productivity; decrease employee absenteeism and turnover; increase office space flexibility; reduce energy and carbon footprint; and where remote work is seen as viable to business operations;³

WHEREAS, reputable studies show that remote working and flexible schedules increase work productivity and job satisfaction;⁴

WHEREAS, to determine the University's ability to support a more inclusive working environment to better promote underutilized or untapped talent pools such as the disabled, older adults, veterans, and

¹ USG Teleworking/Flextime Policy:

https://www.usg.edu/hr/assets/hr/hrap_manual/HRAP_Teleworking.Flextime_Policy_Employment_.pdf

² UGA, Supervisor Resources: <https://hr.uga.edu/supervisors/supervisor-resources/telecommuting-guidelines/>

³ UCDavis: <https://hr.ucdavis.edu/departments/worklife-wellness/workplace-flex/telework/workplace-disruption/tips> ; MSU: <https://worklife.msu.edu/workplace-assistance/flexible-work/telecommuting> UIC: <https://uofi.app.box.com/s/9vfkjypzm2lrr12d0awizeisowkig6uq>

⁴ UGA Professional Employee Portal (PEP). Managing Virtual Teams: Stanford University Study. May 4, 2021

rural populations that may benefit the University through remote jobs or flextime working arrangements;

WHEREAS, employing said underutilized or otherwise inaccessible talent pools could expand the UGA talent pool thereby increasing the number of qualified candidates and studies show⁵ that remote work increases employee retention, which decreases recruitment and employee training costs, and prevents the loss of invaluable institutional knowledge;

WHEREAS, the United States 111th Congress (2009-2010) passed the “Telework Enhancement Act of 2010” or H.R. 1722 that required each federal agency to move some positions to working remotely and to incorporate telework into its continuity of operations;⁶

WHEREAS, the United States federal government being one of our nations’ main employers are examining the short and long-term effects of teleworking or flextime arrangements in response to the passing of H.R. 1722;

WHEREAS, UGA acknowledges the importance in offering a workplace culture that values work/life balance and supports the mental wellbeing of its employees to relieve unnecessary stress to promote a better quality of life;⁷

NOW, THEREFORE BE IT RESOLVED, the UGA Staff Council recommends that UGA conducts a research and analysis study, with a preference for hiring an external and independent research firm, on the UGA job performances during the March 2020 – July 2021 time period to better assess, determine, and predict the advantages or disadvantages the UGA teleworking and flextime program may have had on its institution to include, but not limited to: review of productivity outcomes associated with the increased teleworking and flextime arrangements; “effects of telework on energy consumption; job creation and availability, urban transportation patterns, and the ability to anticipate the dispersal of work during periods of emergency”⁸, and then sharing any findings of said research and analysis study and make available these findings to the UGA community, particularly UGA Staff Council Representatives.


Savannah Hembree, President of the Staff Council

July 14, 2021

Date of Passage

⁵ UGA Professional Employee Portal (PEP). Managing Virtual Teams: Stanford University Study. May 4, 2021

⁶ CONGRESS.GOV: <https://www.congress.gov/bill/111th-congress/house-bill/1722>

⁷ UGA Human Resources: <https://hr.uga.edu/resources/pdf/wellbeing%20resources%20Spring%202020.pdf>

⁸ CONGRESS.GOV: <https://www.congress.gov/bill/111th-congress/house-bill/1722> Last paragraph