

Michelle M Schoenecker

From: Daniel McCarville <dmccarvi@uoregon.edu>
Sent: Friday, February 15, 2019 2:31 PM
To: Michelle M Schoenecker
Subject: RE: Telecommute/Remote Work Policies

Michelle,

I've recently moved from Kansas to Oregon. I don't believe the University of Oregon has a written policy on this, but in my department in Kansas working from home was allowed at any time without any prior authorization or particular reason. All staff members had a laptop (instead of a desktop), so working from home was pretty simple.

Staff were expected to complete their normal work when working remotely. Additionally, they were expected to let their supervisor know when they would be out of the office and mark their calendar accordingly. Of course, if they had any scheduled meetings that day working from home would be impractical. This was more common sense than a rule, though.

Please let me know if I can provide anything else,

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-----Original Message-----

From: Research Administration List <RESADM-L@LISTS.HEALTHRESEARCH.ORG> On Behalf Of Patricia Hokanson
Sent: Friday, February 15, 2019 12:08 PM
To: RESADM-L@LISTS.HEALTHRESEARCH.ORG
Subject: Re: [RESADM-L] Telecommute/Remote Work Policies

I would be interested as well.

Patti Hokanson, MPH | Site Administrator
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-----Original Message-----

From: Research Administration List <RESADM-L@LISTS.HEALTHRESEARCH.ORG> On Behalf Of Michelle M Schoenecker
Sent: Friday, February 15, 2019 11:57 AM
To: RESADM-L@LISTS.HEALTHRESEARCH.ORG
Subject: [RESADM-L] Telecommute/Remote Work Policies

Hi everyone, the recent polar vortex and snowstorms has raised the need to develop policies in my office for working remotely. I'm looking for examples of such policies, especially as they relate to allowable circumstances (e.g., weather, accommodation for illness/injury), submission of proposal applications, and check-in/monitoring procedures. Please send them to schoene7@uwm.edu<mailto:schoene7@uwm.edu>; I'm happy to compile the responses and share with others upon request.

Many thanks!

Michelle Schoenecker

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