Formation of a Task Force Developed by the Academic Staff Committee to Establish a Policy to Regulate Telecommuting with Representatives from the Academic Staff

(please see document below)
FORM A TASK FORCE DEVELOPED BY THE ACADEMIC STAFF COMMITTEE TO ESTABLISH A POLICY TO REGULATE TELECOMMUTING WITH REPRESENTATIVES FROM THE ACADEMIC STAFF

MOTION:

The Senate of the Academic Staff supports efforts to maximize employment options, improve job satisfaction, and increase productivity. Recognizing that telecommuting is an expanding part of the corporate and academic workplace, it is essential to develop guidelines that will assist supervisors and employees in implementing terms and conditions of telecommuting that are equitable and operatively functional. A Task Force should be formed by the Academic Staff Committee to establish a policy to regulate telecommuting with representatives from the Academic Staff Committee, Economic Benefits Subcommittee, Human Resources, Environmental Health, Safety and Risk Management, Information and Media Technologies, and the Assistant Vice- Chancellor-Personnel in the Division of Academic Affairs. The Task Force will make its report and recommendations to the Senate of the Academic Staff in 1998-99 academic year.

The Task Force shall:

1) prepare a telecommuting proposal;
2) develop guidelines to regulate telecommuting;
3) consult with the Office of Environmental Health, Safety and Risk Management concerning off-site ergonomics, safety, and liability;
4) draft an agreement for teleworkers and supervisors;
5) design an orientation for teleworkers and supervisors;
6) establish a timeline and criteria for implementation;
7) assess the equipment and technology needs for telecommuting; and
8) identify telecommuting manuals and models for program evaluation.

Rationale:

The University of Wisconsin-Milwaukee recognizes the importance of its work force and that increasing work options could improve employee job satisfaction and productivity. Telecommuting could reduce office space costs, conserve energy by relieving traffic and parking congestion, make recruitment more attractive with flexible work structures, allow employment of mobility-impaired individuals, and reduce absenteeism by accommodating emergency child care situations.