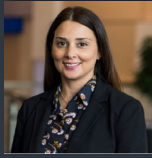


Employee Advisory Council

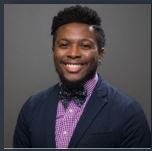
The University of Texas
System

2020-2021 Officers



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Julie Goonewardene, Senior
Advisor to the Chancellor, Chief
Talent and Innovation Officer

UTS EAC Website:

[www.utsystem.edu/sites/
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THE UNIVERSITY of TEXAS SYSTEM
FOURTEEN INSTITUTIONS. UNLIMITED POSSIBILITIES.

One System, One Voice

Meeting Summary for May 7, 2021 via
Zoom (Virtual Meeting)

Meeting Summary:

This meeting focused on the Telecommuting and Future Work committee.

Julie Goonewardene, Senior Advisor to the Chancellor, Chief Talent and Innovation Officer:

- Remote work post COVID from System's perspective
- Trying to be very cognizant of what is happening around the country and the world to know how to proceed with new policies
- With the overnight adoption of work from home things were put in place to make our jobs still be able to get done, but now we need to look at things without a lens of crisis mode to see how effective working from home actually is.
- Additional guidelines to consider:
 - Staff members should reside in Texas (except in special cases)
 - Organizational needs will drive decision making
 - Required and optional training will be provided for individuals and supervisors participating in remote work
 - Remote work arrangements can change if performance suffers.
 - Equipment will be provided per policy
- Greatest concern? Finding the appropriate balance to be present in the way we need to be present. We are servants of the state

Monica K. Guidry, LCSW, ACSW & Robin Dickey, PhD, MA, LPC

Guest speakers from UTHealth Houston – *Navigating Wellness through a Challenging Work Environment:*

- Keep an awareness about everything around you and new changes. There is a brain fatigue especially in a virtual setting. Need to be better at sitting back and observing
- “know the whole person” – comment from Gordon on how they encourage leaders
- Working in a virtual setting feels like all of our flaws are on display
- 8 Dimensions of Wellness: Emotional, Physical, Social, Occupational, Financial, Environmental, Spiritual, Intellectual
 - Be aware of all of these areas and how they can impact your work and personal world
 - These are good check in points to know what resources are available
 - Recognize as overachievers we want everything to balance and to be at a 10, however, need to be open to things not being at highest level to maintain the areas that are most important.
 - What we are experiencing ourselves, may not be experienced with others in our office
- Practice being curious and not judgmental



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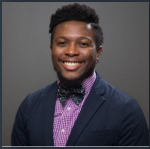
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Institution Updates:

- Remote work is being advocated by both the employee and employer at most institutions, but is being ultimately left up to supervisors to decide
- There are space benefits at most institutions to continue remote work
 - Aside from space benefits it is also better on the environment to not commute as there are less people driving and less congestion around the institutions
- Most institutions will continue with some kind of hybrid environment that will be determined based on job roles or supervisors
- All institutions are looking into ways to change or improve their current remote work policies and procedures

Sub Committee Updates:

Diversity and Inclusion:

- Discussed our subcommittee contributions to the DEI toolkit & Creation (Blind Hiring, Affinity Groups, Training Resources, Diversity Day)
- Our Ask: Diversity Day & Proposal
- Toolkit Completion/Website Upload: July Meeting

Campus Safety:

- The committee has split into 3 sub-committees that have taken charge of further benchmarking and developing the 3 Regent Proposals from the Campus Safety Committee.
- Intended Deliverables:
 - Proposal for all UT Institutions to develop a Campus Civility Policy (or equivalent) focused on the entire campus community
 - Recommendations that regular Safety Audits be conducted at each UT Institution including a list of criteria to be evaluated
 - Recommendations that all Emergency Preparedness plans be reviewed and updated bi-annually

Telecommuting and Future Work:

- Created recommendations for telecommuting guidelines by incorporating information from each institution
- Documenting information to include in a toolkit
- Will begin to create a Telecommute Program checklist, one page document and training power point with voice over

Mentoring and Coaching:

- Have created a draft mentorship roadmap, which we are populating with resources that people can access along their mentoring journey.
 - The roadmap will not be definitive of “you have to complete this, before this”
 - It will be circular to allow for real life situations.
- Developing and assembling resources for the roadmap.
- Continue to utilize resources in Skillssoft and LinkedIn.

On the Horizon

- Next EAC Meeting: July 9, 2021

