HR Update

Future of Work Implementation

Diana Kremzar
MPH, CHES (she/her/hers)
Director, Family Services

Joni Troester
MBA, MA
Senior Assistant Vice President and Deputy CHRO
Alignment with Strategic Plan

Goal 4: Holistic Well-Being and Success

- Objective: Retain talented faculty and staff through professional development, recognition, and a culture of connection and employee value
- Strategy: Assess the potential impact of innovative workplace strategies, such as flexible work practices on staff recruitment and retention
Why is Remote/Hybrid Work Important to the University of Iowa?

Support of UI Mission
- Strong focus on student experience on campus
- Value add of virtual support service opportunities
- Opportunity for expanded engagement across the state

Support of Space Utilization Strategy
- Realignment of space and cost savings in support of mission

Support of Talent Strategy
- Retention/recruitment of employees in a challenging labor market
- Improved performance and engagement
Why is flexibility such a big deal to employees?

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<th>Flexibility can help someone structure their schedule in a way that can ultimately support:</th>
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<td>• Family needs</td>
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<td>• Personal mental and physical well-being</td>
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<td>• Personal and professional development</td>
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<td>• Professional success</td>
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<th>Flexibility lets parents better navigate planned and unexpected changes in the family’s schedule like:</th>
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<td>• School closings</td>
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<td>• Caring for a sick child</td>
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<td>• Taking a family member to an appointment</td>
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<td>• Unplanned changes to work hours.</td>
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Work Arrangements vs. Intermittent Flexibility

→ Work Arrangements
  • Documented, formal agreement for employee working an ongoing remote/hybrid location or flexible schedule.

→ Intermittent Flexibility
  • Provides flexibility in work schedule or location in response to a life/family priority. For example:
    • Intermittent childcare needs (ex. illness, snow days, etc)
    • Healthcare appointments
    • Home repairs
    • Transportation of loved one to appointments
    • Academic classes/meetings

**Additional resources coming soon!**
All work arrangements must meet the following guiding principles:

1. The work arrangement is supportive of the residential campus experience.
2. The work arrangement maintains or enhances service delivery to students, visitors, employees, patients, and stakeholders.
3. The work arrangement is in alignment with the functions of the position.
Implementation, Year 1

Establish a New Multi-disciplinary Team to Focus On:

- Policy, Supervisor Training, Culture, Change Management
- Risk Mitigation:
  - Out of State/Domestic remote work priority
  - Explore annual attestation process
  - Develop costing model for on-going management
- Development of On-going Review Process for Alignment with Mission/Culture
- Collaboration with key stakeholders
- Measurement of Outcomes and Refinement over 12-24 month period
Future of Work Supervisor Training: Leading Remote & Hybrid Teams

→ Target audience: current administrative supervisors of remote & hybrid employees

→ My Training: Course WLD005

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<tr>
<th>WLD005</th>
<th>Leading Remote and Hybrid Teams</th>
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→ 3 modules (video + supplemental worksheets)
  • Preparing for a Successful Remote/ Hybrid Team Experience
  • Ongoing Engagement
  • Holding Crucial Conversations in a Remote or Hybrid Environment
Multi-State Compliance

Advisory committee was formed to review policy and processes to allow for work from an out-of-state location.

Currently, recommendations to are being prepared to submit to CHRO
Performance Review Integration

→ A streamlined approach to automatically trigger an annual review of an employee’s work arrangement without creating a new compliance.

As the Supervisor, I attest to one of the following:

• This employee’s current work arrangement (remote/hybrid/flexible schedule) has been reviewed and will automatically be extended through 3/31/2024.
• This employee’s current work arrangement (remote/hybrid/flexible schedule) has been reviewed and employee will initiate a new work arrangement to reflect agreed upon update; or supervisor will extend to a new review date.
• The employee’s current work arrangement has NOT been reviewed.
  • TEXT BOX (appears for any of the responses, required completion if NOT REVIEWED is checked)
Guidance for Supervisor Discussion

Review areas for consideration:

- Has productivity and performance been maintained?
- Has employee remained accessible to team and customers?
- Has communication been maintained?
- Has this arrangement had any impact (positive or negative) on the team or unit?
- Has arrangement had any impact (positive or negative) on the employee’s well-being?
- (For student, customer or patient-facing positions) Has services delivery standards been maintained?

Visit https://hr.uiowa.edu/development/learning-and-development/working-learning-and-leading-remotely for tips on how to support employees in ways that drive productivity, foster engagement, and reinforce meaningful work.
Annual Remote Residency Attestation

• New compliance for fully remote employees to complete an annual confirmation of state residency.

• Impacted population is fully remote residents within the United States, including the state of Iowa. Compliance is not required for employees in hybrid work arrangements.

• State residency is part of larger risk mitigation strategy to aid the university with payroll and employment law compliance.

97% compliance!
Evaluation

Considering impact on:
• Student experience
• Service delivery
• Workplace Culture
THANK YOU!

DIANA-KREMZAR@UIOWA.EDU
JONI-TROESTER@UIOWA.EDU

HTTPS://HR.UIOWA.EDU/EMPLOYEE-WELL-BEING/WORKPLACE-FLEXIBILITY