Telecommuting Roundtable November 20, 2020

The Q&A below represents question themes that emerged during the roundtable that were not addressed in the presentation or during the live Q&A portion. Note that campus operations continue to adapt as state, local and other conditions change. Therefore, answers below might adjust as conditions change. Only questions related to telecommuting are included. Staff questions/concerns related to other topics can be submitted directly to the appropriate campus unit.

Q: Are certain expenses incurred due to remote working reimbursable?

A: The <u>telecommuting guidelines</u> document outlines reimbursement policies.

Q: Can supervisors work remotely after COVID-19?

A: Employees, whether they are a supervisor or not, should consult with their supervisor to discuss telecommuting options. Several tools are available to assist in the review of options.

Q: What training is available for supervisors leading remote teams?

A: The Learning and Development website contains information on upcoming trainings.

Q: How can I learn more about the ergonomic support available?

A: The <u>resource document</u> online provides this information. The <u>UCSC Ergonomic website</u> also contains useful information.

Q: I do not feel I can take breaks during the day due to workload. How should I address this? A: Staff should work directly with their supervisor to discuss project and workload management.