

MODERN WORKPLACE INITIATIVE

KEY CONCEPTS

Guiding Principles/Values

What do we mean by flexible/
remote/hybrid work?

MODERN WORK- PLACE WORKING GROUP

Members

FEEDBACK OPPORTUNITIES

Surveys

Listening Sessions

INTERIM PLANS

Pilots

Flexible Work Agreements
(AY 21-22)

Transactional Work
Arrangements (August-October
2021)

Medical Accomodations

Our experience of working remotely during the COVID-19 pandemic provided valuable insights into the possibilities and potential benefits of Flexible Work Arrangements for our employees and for our institution.

UMass Amherst recognizes that the use of Flexible Work Arrangements can support academic and business objectives while also promoting goals related to employee engagement, retention, recruitment, and overall employee satisfaction.

While there are certain positions that require an on-campus presence or standard hours, we believe that there are many others that may benefit from a more flexible framework. Over the next twelve to eighteen months the Modern Workplace Working Group will explore how a more flexible workplace can be implemented while continuing to provide an exceptional educational experience to our thousands of students as they return to our campus.



INFO FOR

Current Students
Faculty and Staff
Parents and Families

RESOURCES

Academic Calendar
Campus Maps
People Finder
Policies and Procedures
Sites A-Z Directory

CONNECT

Alumni
Athletics
Giving
Libraries
Contact Us

MODERN WORKPLACE KEY CONCEPTS

KEY CONCEPTS

Guiding Principles/Values

What do we mean by flexible/
remote/hybrid work?

MODERN WORK- PLACE WORKING GROUP

Members

FEEDBACK OPPORTUNITIES

Surveys

Listening Sessions

INTERIM PLANS

Pilots

Flexible Work Agreements
(AY 21-22)

Transactional Work
Arrangements (August-October
2021)

Medical Accomodations

Guiding Principles and Values

The Modern Workplace working group will be guided by the following principles as we explore flexible work options:

1. **MISSION** - Our mission at UMass Amherst is to provide an affordable and accessible education of high quality and to conduct programs of research and public service. As these activities are primarily conducted in-person for the benefit of our students, any examination of flexible work must consider the impact on our student population.
2. **OPERATIONAL NEEDS** – Decisions regarding flexible work must continue to allow the university to achieve institutional goals and meet school and business needs.
3. **EMPLOYEE EXPERIENCE** – Fostering the holistic wellbeing of our employees through flexible workplace options is an essential factor in the engagement, retention, and satisfaction of our employees.
4. **DIVERSITY** - The University is committed to supporting a diverse and inclusive work environment. Consideration of flexible work options should contribute to our ability to attract and retain a talented and diverse workforce.
5. **EQUITY** – While outcomes for various positions will vary depending on departmental need, a consistent and transparent process should be developed in order to ensure equity in decision making.
6. **TRAINING** – Ongoing training and support tied to flexible work arrangements will be essential to ensuring a successful flexible work environment.
7. **FLEXIBILITY AND CREATIVITY** – The University must be open to creative solutions for our employees that evolve over time to meet the changing needs of a flexible workplace while continuing to provide a collaborative work environment.
8. **BUSINESS CONTINUITY** – An infrastructure plan for technology, communications, and physical space will allow for efficient operations, consistency, and safety.

“PULL QUOTE, KEY DETAIL, CATCHY PHRASE, OR **INSPIRATIONAL MANTRA.**”

There are many variations of passages of Lorem Ipsum available, but the majority have suffered alteration in some form, by injected humour, or randomised words which don't look even slightly believable.



Types of Flexible Work Arrangements

Several different types of flexible work arrangements are being considered at the UMass Amherst campus:

Arrangement	Definition	Example
Flexible Work Schedule	A schedule that allows employees to adjust the start and end times of their work day, but maintains the total number of hours worked in a day or week.	The employee works from 7:30 a.m. – 3:30 p.m. as their regular hours
Hybrid Work Schedule	An arrangement where an employee's work is regularly performed at a location other than the campus workspace for a portion of the week.	The employee works from home two days a week and in the office three days a week.
Remote Work Schedule	An arrangement where the employee's work location is to work from a site other than the UMass Amherst campus	The employee works from home.
Compressed Work Schedule	Depending on contract eligibility, A schedule that permits an employee to work a standard workweek in fewer than five 7.5 or 8 hour workdays without being subject to overtime pay.	An employee works four ten-hour shifts.

MODERN WORKPLACE WORKING GROUP

KEY CONCEPTS

Guiding Principles/Values

What do we mean by flexible/
remote/hybrid work?

MODERN WORK- PLACE WORKING GROUP

Members

FEEDBACK OPPORTUNITIES

Surveys

Listening Sessions

INTERIM PLANS

Pilots

Flexible Work Agreements
(AY 21-22)

Transactional Work
Arrangements (August-October
2021)

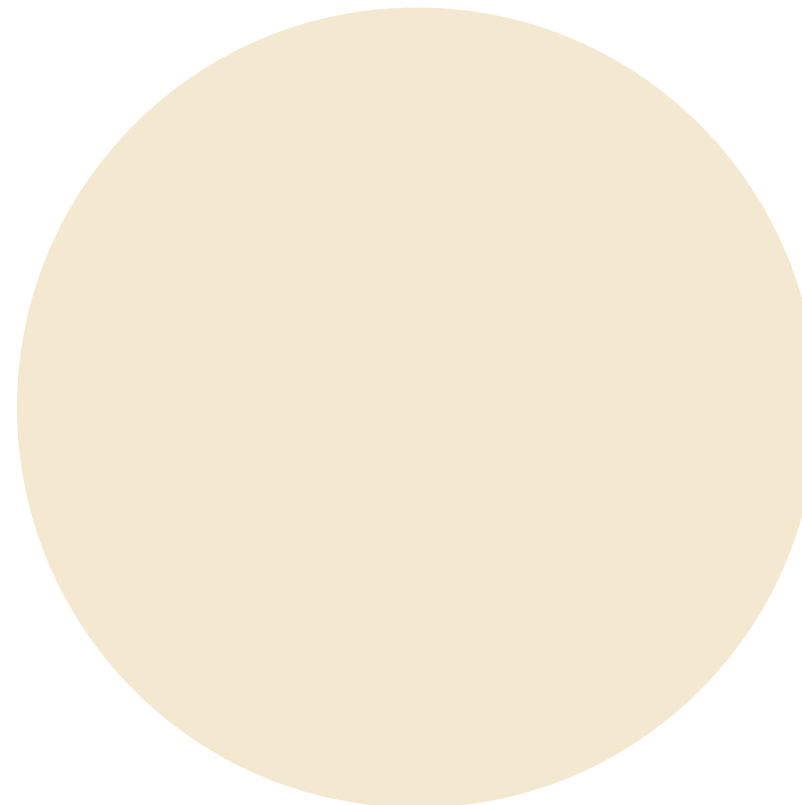
Medical Accomodations

Modern Workplace Working Group Members



Susan Weldon (Co-Chair)

Senior Director, Employee Engagement



Norma Nunnally (Co-Chair)

Director of Human Resources, Library

INFO FOR

Current Students

Faculty and Staff

Parents and Families

RESOURCES

Academic Calendar

Campus Maps

People Finder

Policies and Procedures

Sites A-Z Directory

CONNECT

Alumni

Athletics

Giving

Libraries

Contact Us

MODERN WORKPLACE FEEDBACK OPPORTUNITIES

KEY CONCEPTS

Guiding Principles/Values

What do we mean by flexible/
remote/hybrid work?

MODERN WORK- PLACE WORKING GROUP

Members

FEEDBACK OPPORTUNITIES

Surveys

Listening Sessions

INTERIM PLANS

Pilots

Flexible Work Agreements
(AY 21-22)

Transactional Work
Arrangements (August-October
2021)

Medical Accomodations

Submit Feedback: Survey

Lorem Ipsum is simply dummy text of the printing and typesetting industry. Lorem Ipsum has been the industry's standard dummy text ever since the 1500s, when an unknown printer took a galley of type and scrambled it to make a type specimen book.

It has survived not only five centuries, but also the leap into electronic typesetting, remaining essentially unchanged. It was popularised in the 1960s with the release of Letraset sheets containing Lorem Ipsum passages, and more recently with desktop publishing software like Aldus PageMaker including versions of Lorem Ipsum.

Take the Survey

Listening Sessions

Contrary to popular belief, Lorem Ipsum is not simply random text. It has roots in a piece of classical Latin literature from 45 BC, making it over 2000 years old.

Register for Listening Session

INFO FOR

Current Students

Faculty and Staff

Parents and Families

RESOURCES

Academic Calendar

Campus Maps

People Finder

Policies and Procedures

Sites A-Z Directory

CONNECT

Alumni

Athletics

Giving

Libraries

Contact Us

MODERN WORKPLACE INTERIM PLANS

KEY CONCEPTS

Guiding Principles/Values

What do we mean by flexible/
remote/hybrid work?

MODERN WORK- PLACE WORKING GROUP

Members

FEEDBACK OPPORTUNITIES

Surveys

Listening Sessions

INTERIM PLANS

Pilots

Flexible Work Agreements
(AY 21-22)

Transactional Work
Arrangements (August-October
2021)

Medical Accomodations

Pilot Programs

Lorem Ipsum is simply dummy text of the printing and typesetting industry. Lorem Ipsum has been the industry's standard dummy text ever since the 1500s, when an unknown printer took a galley of type and scrambled it to make a type specimen book.

It has survived not only five centuries, but also the leap into electronic typesetting, remaining essentially unchanged. It was popularised in the 1960s with the release of Letraset sheets containing Lorem Ipsum passages, and more recently with desktop publishing software like Aldus PageMaker including versions of Lorem Ipsum.

Flexible Work Agreements (AY 21-22)

Many desktop publishing packages and web page editors now use Lorem Ipsum as their default model text, and a search for 'lorem ipsum' will uncover many web sites still in their infancy. Various versions have evolved over the years, sometimes by accident, sometimes on purpose (injected humour and the like).

Transitional Work Arrangements (August-October 2021)

Employees who have need of short term a flexible work schedule due to issues such as dependent care should work with their department and supervisor to determine if such an arrangement would be feasible for a limited time period.

Medical Accommodations

An employee who has a health condition that impacts their ability to work on campus may request an ADA accommodation through Workplace Accommodations by using the **Medical Accommodation Request Form** that will require medical documentation. Completed forms can be emailed to accessibleworkplace@umass.edu or faxed to 413-545-0802.

INFO FOR

Current Students

Faculty and Staff

Parents and Families

RESOURCES

Academic Calendar

Campus Maps

People Finder

Policies and Procedures

Sites A-Z Directory

CONNECT

Alumni

Athletics

Giving

Libraries

Contact Us



MODERN WORKPLACE INITIATIVE

MENU

Our experience of working remotely during the COVID-19 pandemic provided valuable insights into the possibilities and potential benefits of Flexible Work Arrangements for our employees and for our institution.

UMass Amherst recognizes that the use of Flexible Work Arrangements can support academic and business objectives while also promoting goals related to employee engagement, retention, recruitment, and overall employee satisfaction.

While there are certain positions that require an on-campus presence or standard hours, we believe that there are many others that may benefit from a more flexible framework. Over the next twelve to eighteen months the Modern Workplace Working Group will explore how a more flexible workplace can be implemented while continuing to provide an exceptional educational experience to our thousands of students as they return to our campus.



University of
Massachusetts
Amherst

BE REVOLUTIONARY™



INFO FOR

[Current Students](#)

[Faculty and Staff](#)

[Parents and Families](#)

RESOURCES

[Academic Calendar](#)

[Campus Maps](#)

[People Finder](#)

[Policies and Procedures](#)

[Sites A-Z Directory](#)

CONNECT

[Alumni](#)

[Athletics](#)

[Giving](#)

[Libraries](#)

[Contact Us](#)



MODERN WORKPLACE INITIATIVE

CLOSE MENU

KEY CONCEPTS

Guiding Principles/Values

What do we mean by flexible/
remote/hybrid work?

MODERN WORKPLACE WORKING GROUP

Members

FEEDBACK OPPORTUNITIES

Surveys

Listening Sessions

INTERIM PLANS

Pilots

Flexible Work Agreements
(AY 21-22)

Transactional Work
Arrangements (August-October
2021)

Medical Accomodations



University of
Massachusetts
Amherst

BE REVOLUTIONARY™



INFO FOR

[Current Students](#)

[Faculty and Staff](#)

[Parents and Families](#)

RESOURCES

[Academic Calendar](#)

[Campus Maps](#)

[People Finder](#)

[Policies and Procedures](#)

[Sites A-Z Directory](#)

CONNECT

[Alumni](#)

[Athletics](#)

[Giving](#)

[Libraries](#)

[Contact Us](#)

MODERN WORKPLACE KEY CONCEPTS

MENU

Guiding Principles and Values

The Modern Workplace working group will be guided by the following principles as we explore flexible work options:

- MISSION** - Our mission at UMass Amherst is to provide an affordable and accessible education of high quality and to conduct programs of research and public service. As these activities are primarily conducted in-person for the benefit of our students, any examination of flexible work must consider the impact on our student population.
- OPERATIONAL NEEDS** – Decisions regarding flexible work must continue to allow the university to achieve institutional goals and meet school and business needs.
- EMPLOYEE EXPERIENCE** – Fostering the holistic wellbeing of our employees through flexible workplace options is an essential factor in the engagement, retention, and satisfaction of our employees.
- DIVERSITY** - The University is committed to supporting a diverse and inclusive work environment. Consideration of flexible work options should contribute to our ability to attract and retain a talented and diverse workforce.
- EQUITY** – While outcomes for various positions will vary depending on departmental need, a consistent and transparent process should be developed in order to ensure equity in decision making.
- TRAINING** – Ongoing training and support tied to flexible work arrangements will be essential to ensuring a successful flexible work environment.
- FLEXIBILITY AND CREATIVITY** – The University must be open to creative solutions for our employees that evolve over time to meet the changing needs of a flexible workplace while continuing to provide a collaborative work environment.
- BUSINESS CONTINUITY** – An infrastructure plan for technology, communications, and physical space will allow for efficient operations, consistency, and safety.

“PULL QUOTE, KEY DETAIL, CATCHY PHRASE, OR INPSIRATIONAL MANTRA.”

There are many variations of passages of Lorem Ipsum available, but the majority have suffered alteration in some form, by injected humour, or randomised words which don't look even slightly believable.

Types of Flexible Work Arrangements

Several different types of flexible work arrangements are being considered at the UMass Amherst campus:

Flexible Work Schedule

Definition:
A schedule that allows employees to adjust the start and end times of their work day, but maintains the total number of hours worked in a day or week.

Example:
The employee works from 7:30 a.m. – 3:30 p.m. as their regular hours

Hybrid Work Schedule

Definition:
An arrangement where an employee's work is regularly performed at a location other than the campus workspace for a portion of the week.

Example:
The employee works from home two days a week and in the office three days a week.

Remote Work Schedule

Definition:
An arrangement where the employee's work location is to work from a site other than the UMass Amherst campus

Example:
The employee works from home.

Compressed Work Schedule

Definition:
Depending on contract eligibility, A schedule that permits an employee to work a standard workweek in fewer than five 7.5 or 8 hour workdays without being subject to overtime pay.

Example:
An employee works four ten-hour shifts.



MODERN WORKPLACE WORKING GROUP

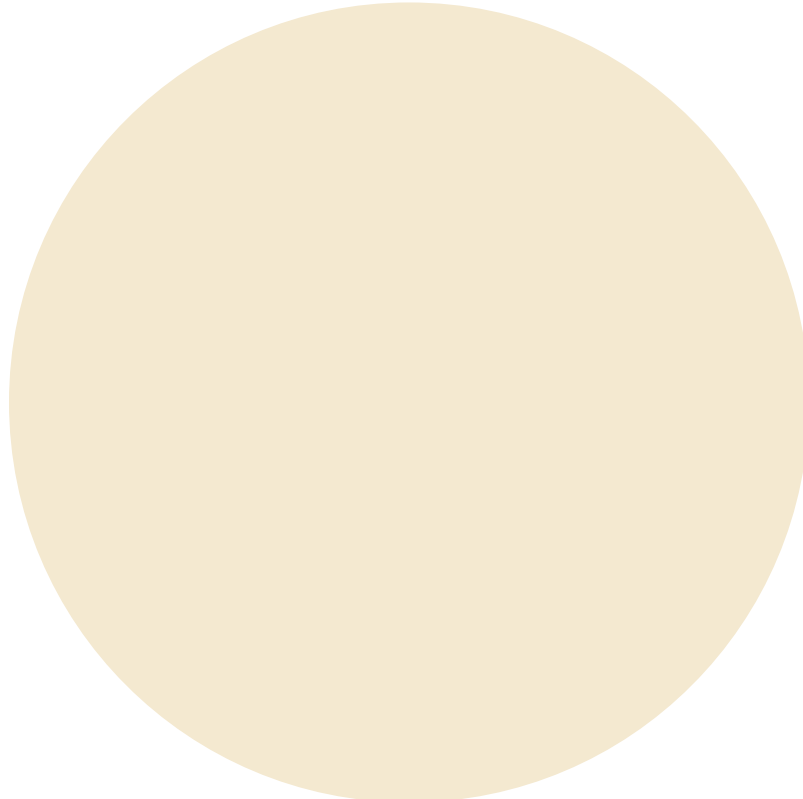
MENU

Modern Workplace Working Group Members



Susan Weldon (Co-Chair)

Senior Director, Employee Engagement



Norma Nunnally (Co-Chair)

Director of Human Resources, Library

University of
Massachusetts
Amherst

BE REVOLUTIONARY™



INFO FOR

[Current Students](#)

[Faculty and Staff](#)

[Parents and Families](#)

RESOURCES

[Academic Calendar](#)

[Campus Maps](#)

[People Finder](#)

[Policies and Procedures](#)

[Sites A-Z Directory](#)

CONNECT

[Alumni](#)

[Athletics](#)

[Giving](#)

[Libraries](#)

[Contact Us](#)



MODERN WORKPLACE FEEDBACK OPPORTUNITIES

MENU

Submit Feedback: Survey

Lorem Ipsum is simply dummy text of the printing and typesetting industry. Lorem Ipsum has been the industry's standard dummy text ever since the 1500s, when an unknown printer took a galley of type and scrambled it to make a type specimen book.

It has survived not only five centuries, but also the leap into electronic typesetting, remaining essentially unchanged. It was popularised in the 1960s with the release of Letraset sheets containing Lorem Ipsum passages, and more recently with desktop publishing software like Aldus PageMaker including versions of Lorem Ipsum.

Take the Survey

Listening Sessions

Contrary to popular belief, Lorem Ipsum is not simply random text. It has roots in a piece of classical Latin literature from 45 BC, making it over 2000 years old.

Register for Listening Session

University of
Massachusetts
Amherst

BE REVOLUTIONARY™



INFO FOR

[Current Students](#)

[Faculty and Staff](#)

[Parents and Families](#)

RESOURCES

[Academic Calendar](#)

[Campus Maps](#)

[People Finder](#)

[Policies and Procedures](#)

[Sites A-Z Directory](#)

CONNECT

[Alumni](#)

[Athletics](#)

[Giving](#)

[Libraries](#)

[Contact Us](#)



MODERN WORKPLACE INTERIM PLANS

MENU

Pilot Programs

Lorem Ipsum is simply dummy text of the printing and typesetting industry. Lorem Ipsum has been the industry's standard dummy text ever since the 1500s, when an unknown printer took a galley of type and scrambled it to make a type specimen book.

It has survived not only five centuries, but also the leap into electronic typesetting, remaining essentially unchanged. It was popularised in the 1960s with the release of Letraset sheets containing Lorem Ipsum passages, and more recently with desktop publishing software like Aldus PageMaker including versions of Lorem Ipsum.

Flexible Work Agreements (AY 21-22)

Many desktop publishing packages and web page editors now use Lorem Ipsum as their default model text, and a search for 'lorem ipsum' will uncover many web sites still in their infancy. Various versions have evolved over the years, sometimes by accident, sometimes on purpose (injected humour and the like).

Transitional Work Arrangements (August-October 2021)

Employees who have need of short term a flexible work schedule due to issues such as dependent care should work with their department and supervisor to determine if such an arrangement would be feasible for a limited time period.

Medical Accommodations

An employee who has a health condition that impacts their ability to work on campus may request an ADA accommodation through Workplace Accommodations by using the [Medical Accommodation Request Form](#) that will require medical documentation. Completed forms can be emailed to accessibleworkplace@umass.edu or faxed to 413-545-0802.

University of
Massachusetts
Amherst BE REVOLUTIONARY™



INFO FOR

[Current Students](#)

[Faculty and Staff](#)

[Parents and Families](#)

RESOURCES

[Academic Calendar](#)

[Campus Maps](#)

[People Finder](#)

[Policies and Procedures](#)

[Sites A-Z Directory](#)

CONNECT

[Alumni](#)

[Athletics](#)

[Giving](#)

[Libraries](#)

[Contact Us](#)