**Telecommuting & Commuter Program Project**

Friday, March 29th, 2021

12:00 pm via Zoom

*Members in attendance: Sarthak Prasad, Audrey Freeman*

Post to ICAP:

The Telecommuting & Commuter Program intern met with supervisor Sarthak Prasad on Monday, March 29th, 2021 to discuss updates on the program and goals for the upcoming week. Over the past week, they have researched different current telecommuting programs at the 14 other Big 10 universities and created a spreadsheet to document their findings. In the coming week, Sarthak will reach out to the HR department to gain more information on how faculty feel about working remotely at the University of Illinois. In addition, they will create a questionnaire for the Illinois HR department and a questionnaire for when they begin interviewing other universities about their respective telecommuting programs. They hope to collaborate with the transportation SWATeam to get feedback on their proposed questions.

Meeting minutes are attached!

Meeting

Potential questions:

* What is the scope of the survey?
* Could we have access to it?
* What policies are they thinking of implementing?
* How are they going to enforce it?
* How are they going to spread initiative
* Students or employees?
* Benefits/incentives are they giving?
* How can we help?

What were the main results?

Should we continue?

Other schools:

* Do they have a climate action plan
* Have they noticed any decrease in emissions due to telecommuting?
	+ Traffic congestion?
	+ Air quality?
* Will they continue with work from home in the future?
* ]What is their future plan?
* How is the moral of their employees?
* Have they noticed any significant changes?

Look into other ivy league schools

* Harvard, Stanford, (bigger ivy league schools) big name schools and what they are doing
* Based on student enrollment similarly to UIUC - university of texas

## Goals by Next Meeting

* Sarhak will get in contact with IHR department
* Draft questions for IHR department questionnaire (word doc)
* Draft questions for interviewing other schools questionnaire (word doc)
* Update contact information for schools we would want to interview
* Look into other programs
* Ask transportation SWATeam if the questions are substantial/recommendations going forward