

# PEOPLE LEADER FORUM

April 29, 2025

# HR Strategic Priorities



## Mission

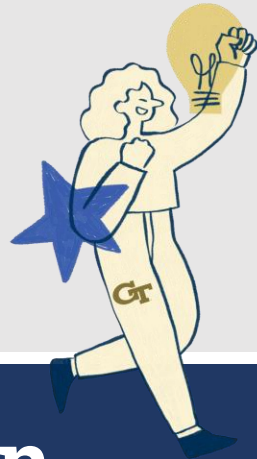
Partner with Georgia Tech's colleges and business units to maximize the potential of our greatest strength — **our people**, while supporting their well-being. We are committed to attracting, advancing, and celebrating our global and inclusive workforce, while providing exceptional HR services.

## Vision

Support Georgia Tech to become a leading employer of choice where **our people** thrive and feel included, supported, and valued. To achieve our goal, we will serve as a trusted, collaborative partner for all stakeholders.

# HR Strategic Framework

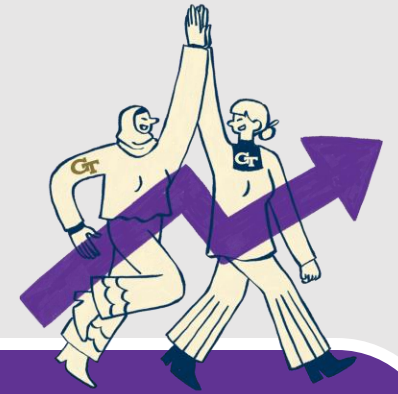
STRATEGY ROOTED IN OUR MISSION & VALUES



**Learn**



**Earn**



**Grow**

**Build customized development programs that enable career progression and skill enhancement**

**Recognize and reward exemplary work practices**

**Create an inclusive workplace where our people can thrive and excel in their career journey**

 <https://hr.gatech.edu/managers/>



Human Resources

Careers | About | Working at Tech | Leading at Tech | Benefits | Engagement at Tech | News & Events

Forms & Guides

**THE PEOPLE LEADERS WEBSITE** has a smorgasboard of resources at your disposal. As leaders, this is the place to go when asking questions about talent, hiring, compensation, well-being, and more.



# Agenda



Well-being Moment

Telework Overview

Preview Telework Request Update

Q&A

Announcements



# Well-being Moment

Nzinga Benton

# Take a Load Off

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# Telework Updates

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**GTHR Leadership**

# Establishing On-Campus Work Norms

- This is a system wide shift within the University System of Georgia (USG) to **in-person work norms** for the 2025-2026 academic school year.
- The expectation is that campuses have coverage during business hours.
- Telework options still exist; however, the approval process is being updated to include limited circumstances only.



# Updated Approval Processes

- Each telework request must be approved by the following:
  - direct supervisor
  - department head or school chair
  - cabinet member, dean or vice provost.
  - Fully remote requests must also be approved by the VP and Chief Human Resources Officer (CHRO).
- Requests that are submitted must meet one of following criteria for approval\*
  - Business needs of the College/School/Unit/Department (service delivery model) conducive to virtual work
  - Critical Skills/High Needs
  - Other: [Text field appears if selected]

*\*draft as of 4/29/25, subject to change*



# Timeline

- Existing Working @Tech Arrangements (JIRA for GTRI) will be frozen on **April 30** and will remain in effect through **July 31**.
- An updated form for requests will be available on May 1 (or shortly thereafter).
- All telework requests under the new process for limited circumstances must be submitted and fully processed by **Aug. 1**



# Scenarios

# Existing Remote Arrangements

I have team members who have been working remotely since they were hired or for multiple years. Some live in other states.

How should this be handled?

# How are we defining in-person norms?

Does this mean we are expected to be on  
campus 5 days per week?

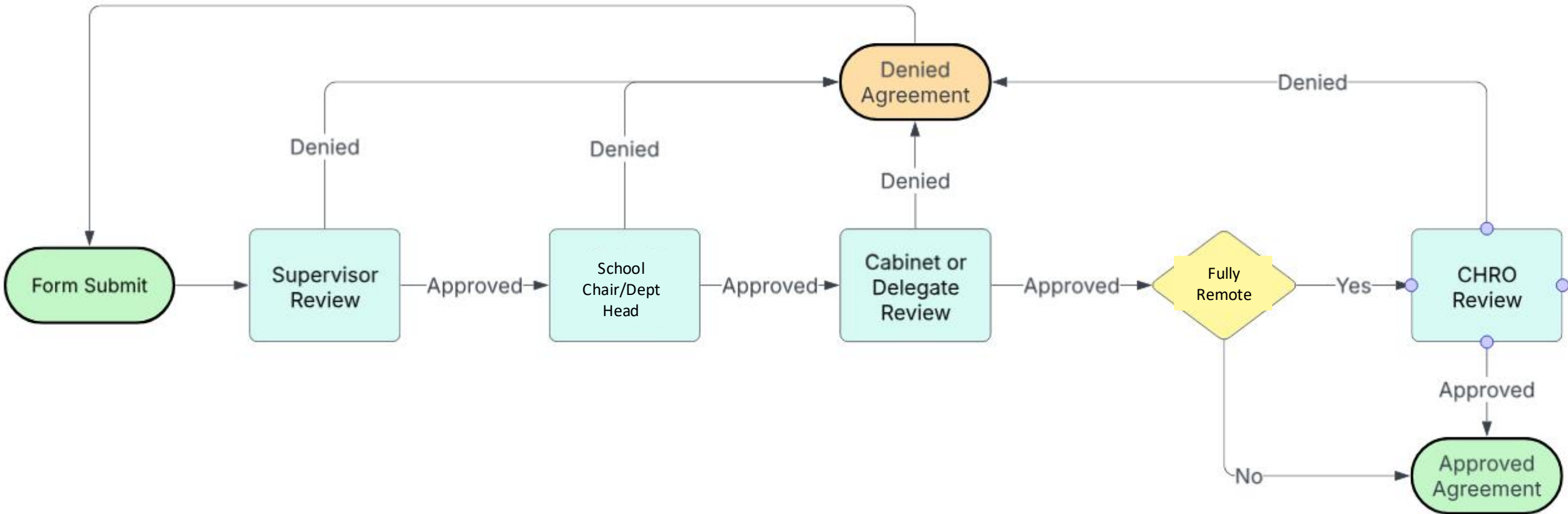
# Are flexible schedules still permitted?

I have team members who have been working four 10-hour days. Is that still an option? If so, do we need to record that in ServiceNow?

# Updated Request Form

	Previous Form	New Form
<b>Name</b>	Working @Tech Arrangement	Telework Arrangement Form <b>(Draft)</b>
<b>What it is for?</b>	Time/Schedules: Flextime & Compressed Schedules	Where/Location: Telework only (Hybrid & Remote)
<b>Who approves</b>	Current supervisor	Supervisor, Department Head, Cabinet Level Member, CHRO
<b>Platform</b>	Power Bi	Service Now
<b>Audience</b>	Faculty & Staff (excludes GTRI)	Full-time Benefits Eligible Staff Excludes GTRI Excludes Faculty

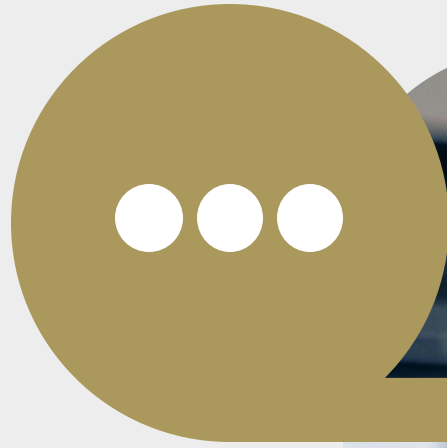
# Sneak Peak – Approval Path (DRAFT)



# Completing Requests

Direct Report	People Leader
Hybrid or Fully Remote	Select Approval Reason
Work Location	<ul style="list-style-type: none"><li>○ <b>Business Needs</b></li><li>○ <b>Critical Skills</b></li><li>○ <b>Other</b></li></ul>
Number of Days on Campus	<i>When considering a telework request, evaluate whether the employee's role involves independent tasks and requires minimal in-person interaction. Telework should align with the department's service delivery model or address critical business needs. Additionally, consider how the arrangement will impact productivity and support other business-related needs</i>
<p><b>Rationale:</b> <i>In 2-3 sentences, briefly explain your reason(s) for requesting a hybrid or remote work arrangement. You may reference how your job duties support remote work, how the arrangement aligns with your unit's service model, or how it supports business needs</i></p>	

# Q&A



# Announcements

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## Upcoming Events



# Buzzin' BACK TO SCHOOL



The official Georgia Tech  
school supplies drive

## Would you like to be a sponsor?

- The deadline to order supplies from Amazon Wishlist is Friday, May 30

## Would you like to request supplies?

- If you would like to request supplies the deadline is Friday, May 30

Visit: [hr.gatech.edu/buzzin-back-to-school/](https://hr.gatech.edu/buzzin-back-to-school/)



Human Resources

# Gallup Engagement Survey Data

## Q-Tips for Leaders

Have you seen your department/unit's engagement results?  
Want to leverage your engagement data to enhance your team culture?

### Learning Opportunities

- ✓ Microlearning: 5 -7 minute quick, just-in-time learning for leaders
- ✓ Resource articles in the People Leaders Newsletter
- ✓ Q12 Consultation and Team Development

Look for this month's microlearning in the  
People Leaders Newsletter!

February  
(available now!)  
Q10: *I have a  
best friend at  
work.*

March  
(available now!)  
Q00: *How satisfied  
are you with your  
organization as a  
place to work*

April  
(Coming Soon!)  
Q03: *I have the  
opportunity to  
do what I do best  
every day.*

Questions?



For Faculty & Staff

# Time for Your Financial Checkup?

Michael Beuttel, our dedicated Corebridge Financial Advisor, is available on-site at 500 Tech Parkway to help you navigate your retirement plan accounts and explore your options.

**On-site dates:**

**Wednesdays:** April 30 | May 28 | June 11 & 25

**Thursdays:** May 22 | June 5

To schedule an in-person or virtual meeting, [click here](#) or scan the QR code. The calendar link shows available appointments for the next 30 days from the date you access it.



# Q&A



# Follow us!

@gatechcareers

