Appendix II

<u>Survey of Remote Workplace Models in the Higher Education Community</u>

- **Purpose** – The survey is to set a benchmark and define parameters of remote workplace models used by colleges and universities. The term "remote" is broadly defined to include "hybrid" work arrangements, i.e., a requirement to spend certain days of the workweek on-campus, as well as those in which the employees are expected to work infrequently on-campus.
- **Target Population** - 29 colleges and universities responded (one responded after the survey closed).
- **Confidentiality** – As mentioned, for confidentiality reasons, the participants are reported based on their NCAA conference affiliation.

Conference	Number of Schools
• BIG 10	• 8
• BIG 12	• 6
• SEC	• 3
• ACC	• 3
• PAC 12	• 1
• Other	• 8
• **Total**	• **29**

- **Survey Results** - The results for each question, including comments pertaining to "other", are below. These comments may be informative, insightful and helpful.

Executive Summary - Highlights the Most Notable Responses

Q1 — **What is the size of your institution's workforce?**
- 37.3% of participants answered 'Between 20,000 and 35,000 employees.

Q2 — **Who at your institution determines the frequency of the number of days per week that your employees may work remotely?**
- 48.28% of participants answered 'Schools, Colleges and Units (SCU), including your department, such as Finance, Treasury, General Counsel'.

Q3 — **What percentage of employees at your institution are allowed to work remotely?**
- 31.03% of participants answered either '25%-50%' or 'Unknown'. The next highest response was 20.69% for 50% - 75%.

Q4 — **What is the highest number of days a week that at least 50% or more of the employees at your institution work remotely?**
- 44.83% of participants answered 'Unknown' and 20.69% answered '2' days. 10.34% answered either '1' day or '3' days.

Q5 — **Does your institution's remote workplace model determine which employees may work remotely by employee classifications?**
- 65.52% of participants answered 'No'

Q6 — **If yes, which classification of employees may work at the remote work location for 2 days or more a week?[1] Choose boxes that apply.**
- 54.44% of participants answered, 'Executives Support Staff', 'Central Managers', 'Central Support Staff', and 'Information Technology'

Q7 — **If yes, does your institution model exclude any classification of employees, meaning that the classification of employees must come to work 5 days a week?[1] Choose boxes that apply.**
- 63.43% of participants answered either 'Police or Security' or 'Other'. 'Other' comments are informative and insightful.

Q8 — **What is your institution's general policy on covering or reimbursing expenses incurred by a majority of its employees when working remotely?**
- 78.57% of the participants answered 'Original Workstation Equipment and Supplies' and 21.43% included 'Second Set of Equipment and Supplies.'

Q9 — **Has your institution taken steps to significantly downsize its office space or forego its leasing space due to its remote workplace model?**
- 41.38% of participants answered 'No', however, 37.93% have it under consideration.

Q10 — **As a policy matter, does your institution's remote workplace model include geographical limitations? Check the boxes that apply.**
- 51.72% of participants answered 'Within the US' and 41.38% answered 'Other' which includes informative and insightful comments.

Q11 — **For employees who work out-of-state, how does your institution manage the payroll, benefits, and compliance matters? Check boxes that apply.**
- 86.21% of participants answered 'Institution manages the arrangements internally'.

Q12 — **For employees who work out of the country, how does your institution manage the payroll, benefits and compliance matters?[2]**
- 48% of participants answered 'Institution manages the arrangements internally' and 36% responded 'PEO as EOR'. 'Other' comments are helpful.

Q13 — **Does your institution plan to continue with this or similar remote workplace model through the remainder of the calendar year 2023?**
- 96.55% of participants answered 'Yes'.

Q14 — **Does your institution plan to continue with this or similar remote workplace model through the calendar year 2025?**
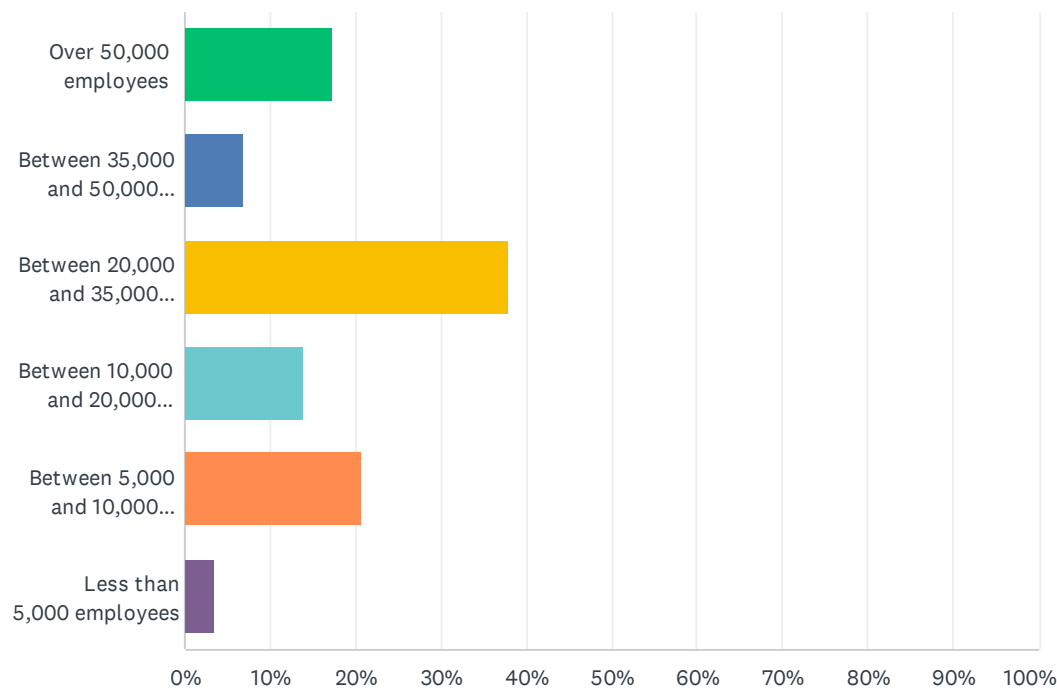- 62.07% of participants answered 'Yes' and 34.48% responded 'Maybe'.

[1] 37% of the participants responded to these questions.
[2] 86% of the participants responded to this question.

Q1 What is the size of your institution's workforce?

Answered: 29   Skipped: 0

ANSWER CHOICES	RESPONSES	
Over 50,000 employees	17.24%	5
Between 35,000 and 50,000 employees	6.90%	2
Between 20,000 and 35,000 employees	37.93%	11
Between 10,000 and 20,000 employees	13.79%	4
Between 5,000 and 10,000 employees	20.69%	6
Less than 5,000 employees	3.45%	1
TOTAL		29

Title search: Appendix II

Also available as part of the eCourse
[2023 Higher Education Tax eConference](#)

First appeared as part of the conference materials for the
11th Annual Higher Education Taxation Institute session
"Remote Work: Help Your College or University Turn Challenges into Opportunities "