

**UF College of Journalism and Communications Staff Council 2024-2025**

**Aug. 12, 2024 | 1 – 2 p.m.**

**INC Conference Room and on Zoom**

<https://ufl.zoom.us/j/92269238011?pwd=HjGJDqIC9apykqK8BeLW5zvJamodbs.1>

**AGENDA:**

1. Review Meeting Dates
2. Work from Home Policy Review
3. Suggestions and announcements
  - A CJC-specific work from home policy will be established. This will be for staff only, not faculty. Essential employees will be determined and how comp days can be effectively used.
  - A seasonal calendar might allow more time to work from home. For example, in the summer there could be 10-hour days to allow one additional day off per week.
  - Job Sharing and office sharing are possibilities. Computers and necessary equipment would need to be reviewed.
  - A better work-life balance is the goal.
  - A task force will review all possible scenarios.

ADJOURN at 2 p.m. – NEXT MEETING on Sept. 11, 2024