



**University
of Windsor**

Flexible Work – List of Areas/Departments Able/Not Able to Offer a Remote Work Option to Eligible Employees

The University of Windsor's Flexible Work Policy (2025) offers eligible employees opportunities for remote work and flexible schedules. To be eligible for these flexible work options, employees must have completed their probationary period and be part of the Executive, Managerial and Professional, Unifor Local 2458 (Clerical Full-Time), or CUPE Local 1393 (excepting Maintenance) employee groups.

Remote work is not available for departments providing student services, teaching support, or research support, as detailed in the Flexible Work policy. This document specifies which departments are eligible/not eligible for remote work, grouped by their reporting executive leadership. Please note that even within eligible departments, remote work approval is contingent upon various factors including operational needs and the nature of the employee's role.

President

Area (in alphabetical order)	Not Eligible for Remote Work	Eligible for Remote Work
Office of the President	X	
University Secretariat		X

Provost & Vice-President, Academic

Area (in alphabetical order)	Not Eligible for Remote Work	Eligible for Remote Work
Centre for English Language Development	X	
Centre for Teaching and Learning		X
Continuing Education	X	
Enrolment Management (including Student Recruitment)	X	
Experiential Learning (Co-Op and Career Development)	X	
Faculty of Arts, Humanities, and Social Sciences	X	
Faculty of Education	X	
Faculty of Engineering	X	
Faculty of Graduate Studies	X	
Faculty of Human Kinetics (including Athletics & Recreational Services)	X	
Faculty of Law (Including Legal Assistance of Windsor, Law Library and Community Legal Aid)	X	
Faculty of Nursing	X	
Faculty of Science	X	
Institutional Analysis	X	
Leddy Library	X	
Odette School of Business	X	

Area (in alphabetical order)	Not Eligible for Remote Work	Eligible for Remote Work
Office of Quality Assurance		X
Office of the Provost & Vice President Academic (including Academic Labour Relations)	X	
Office of Sexual Violence, Prevention, Resistance and Support	X	
Office of the Registrar, Cashiers, Student Awards & Financial Aid	X	
Schulich School of Medicine and Dentistry - Windsor Program	X	
Student Affairs (All Departments)	X	

Vice-President, Finance and Operations

Area (in alphabetical order)	Not Eligible for Remote Work	Eligible for Remote Work
Ancillary Operations - Administration		X
Ancillary Operations – Campus Parking, UWin Card, Printshop, Food, Catering and Catering Services	X	
Finance - Payroll	X	
Finance - Procurements	X	
Finance - University Budgets		X
Chemical Control Centre	X	
Facility Services – Administration, Facility Planning, Renovation & Construction, Space Management	X	
Facility Services – Building Automation, Energy Conversion Centre, Environmental Services, Maintenance Services, Operations Administration, Distribution Services, Shipping & Receiving	X	
Financial Accounting & Reporting		X
Information Technology Services (not including Service Desk and other client facing functions)		X
Internal Audit and Risk		X
Strategic Initiatives and Business Enterprise		X
Legal Services		X
Office of the Vice-President, Finance and Operations	X	
Research Finance	X	
Special Constable Services	X	

Vice-President, People, Equity, Inclusion

Area (in alphabetical order)	Not Eligible for Remote Work	Eligible for Remote Work
Human Resources		X
Human Rights, Conflict Resolution and Mediation		X
Office of the Vice President, People, Equity, & Inclusion		X

Vice-President, Research and Innovation

Area	Not Eligible for Remote Work	Eligible for Remote Work
Office of the Vice President, Research and Innovation	X	
Research and Integrity Services	X	
Research Ethics	X	
Animal Care	X	
Research Innovation, Partnerships and Entrepreneurship	X	
Research Safety	X	
Research Institutes (Black Scholar, Cross Border, Fluid Dynamics, Glier, We-Spark)	X	

Associate Vice-President, External

Area (In alphabetical order)	Not Eligible for Remote Work	Eligible for Remote Work
Advancement		X
Alumni Affairs & Donor Communications		X
Events Hub		X
Office of the Associate Vice-President, External		X
Public Affairs & Communications		X