



OFFICE OF HUMAN RESOURCES

TO: Faculty and Staff

From: The Office of Human Resources

DATE: July 15, 2025

RE: Remote Work Arrangements for Academic Year 2025-26

This is a reminder that all College employees are required to work their regular weekly schedules.

CUNY has advised that the current remote work guidelines remain in effect. Eligible employees, with the approval of their department, are able to work 70% in-person, 30% remote (70/30) hybrid. The 70/30 hybrid schedule translates to seven in-person days and three remote days every two weeks for full-time staff. Please review [CUNY's Flexible Work Guidelines – The City University of New York](#) for more information.

Deans and Division Heads continue to have the discretion to require a higher percentage of onsite work if necessary to meet operational or academic needs. All professional offices must remain open during regular business hours.

Remote work arrangements must be documented using the [Remote Work Agreement](#). CUNY has extended the use of the form through June 30, 2026.

Public Safety staff and other essential employees will continue to work fully in-person. We are grateful for their commitment and service.

Employees who have concerns about in-person work, due to medical considerations, can apply for a reasonable accommodation. For more information, visit here: [Current Process for Requesting a Reasonable Accommodation](#).

Should you have any questions, please contact Human Resources at humanresources@ccny.cuny.edu.

Thank you for your cooperation and continued commitment to CCNY.