

**Agenda of the Faculty Senate Meeting**  
**June 9, 2020**  
**WebEx, 11:30 AM–1:30 PM**

- I. Convening of the Meeting – Ellen Thomas, President
- II. Approval of Minutes of the Faculty Senate Meeting on May 19<sup>th</sup>
- III. Report of the Faculty Senate President
  - a. Safe return to Campus Training: Bob Lazer
  - b. Other updates
- IV. Pandemic Recovery Plan (PRP) Panel Discussion
  - a. Joel Bloom
  - b. Fadi Deek
  - c. Ed Bishof
  - d. Andrew Christ
  - e. Dale McLeod
  - f. Jerry Trombella
  - g. Cristiana Kunyczka
  - h. Atam Dhawan
- V. Provost Fellowships (Horacio Rotstein)
- VI. New business

## Minutes of the Faculty Senate Meeting

June 9, 2020

WebEx, 11:30 AM–1:30 PM

I. Convening of the Meeting – Ellen Thomas, President

The meeting started at 11:31AM

II. Voting Members Present: A. Zhou, M. Bandelt, L. Rodriguez-Freire, D. Blackmore, D. Bunker, E. Farinas, I. Gatley, H. Grebel, R. Goodman, Q. Jones, B. Khusid, P. Armenante, N. Steffen-Fluhr, E. Michalopoulou, R. Dent, A. Borgaonkar, R. Rojas-Cessa, A. Rosato, U. Roshan, M. Schwartz, R. Sodhi, D. Sollohub, G. Thomas, E. Thomas, Y. Perl, A. Gerbessiotis, A. Lee

III. Non-Voting Members Present: J. Bedient, K. Belfield, R. Lazer, O. Tukel, F. Deek, A. Dhawan, L. Hamilton, A. Hoang, M. Stanko, K. Riismandel, S. Mongelli, B. Kolarevic, B. Baltzis, J. Yuan

IV. Guests Present: Joel Bloom (President), David Horntrop (CUE/Math), Sotirios Zivras (Graduate Studies), Andrew Christ (Real Estate), Ed Bishof (Finance), Cristiana Kunyczka (OGI), Dale McLeod (Human Resources), Walter Konon (PSA), Alberto Martin (MTSM), Jerry Trombella (Registrar), Margarita Vinnikov (Informatics), Alan Yan (MTSM), Melodi Guilbault (MTSM), Sergei Adamovich (BME)

V. Approval of Minutes of the Faculty Senate Meeting on May 19<sup>th</sup>

Motion to approve the minutes by A. Borgaonkar. Seconded by A. Gerbessiotis. Minutes were approved (0 no and 0 abstentions)

VI. Report of the Faculty Senate President

a. Safe return to Campus Training: Bob Lazer

R. Lazer: A comprehensive program that would provide initial thinking and general information around COVID-19 guidelines, campus restrictions, and different recovery plans. Core programs for all, and then have modules for more specific populations. Looking for faculty representative.

b. Other updates

VII. Pandemic Recovery Plan (PRP) Panel Discussion

J. Bloom: We do not want to lay people off. Trying to find ways to close two significant budget gaps. The first budget gap was \$16million, close to closing it, and believe it will be closed by June 30th of the fiscal year. FY 2021 started with \$35million budget gap and now it is \$15million. Cannot close gap without some negative consequences. Still going to fill some vacancies. Still going to attempt the continuous improvement in multiple areas that got NJIT the accolades over the years. Trying not to do long-term harm to NJIT. As a member of the committee of recovery of higher education in New Jersey, looking for information on for in-person instruction and guidance for residence life. Planning to use that information for what we are doing beyond June 15. ON June 15, the State enters its second stage of reopening and NJIT can have some campus presence. Working with state legislatures and congressional delegation to get more money from CARES act 4. Y. Perl: With a hold on capital projects, is there also a hold on new dorms being built? J. Bloom: No. We need a residence hall because of the continuing increase in student enrollment and will lose students if we cannot accommodate their residential needs. A. Christ: Steering and sub-committees are working well together. The state will move to its stage two, which will have NJIT move to its phase two. We

are following the State's stages of opening. The Pandemic Recovery Plan website is running and has extensive information, including explanations of the different phases of recovery. HVAC systems are being prepped for increased ventilation and better filtration. The recovery plan document has links to each area's recovery plan and shows what they have in detail. Will continue to develop the plans as we go along and publish and communicate. L. Rodriguez-Freire: Questions for Andrew-Can instructors wear face shields, without face masks, when teaching? How will office spaces be held for instructors who do not have one, such as adjuncts? Possibly use a shared common space? Y. Perl: Will the rooms be disinfected between uses? L. Rodriguez-Freire: Yes. Ideally, cleaning in between or have paper towels and disinfectant for people to use themselves. N. Steffen-Fluhr: The virus tends to build up in enclosed spaces if it is in the air and I am not sure how we deal with that. A. Christ: We are planning to maximize the amount of outside air that our systems allow us to bring into the building as well as maximize the amount of exhaust that from buildings. Also, we'll provide replacement filters that catch more droplets that the virus rides on. R. Dent: Will a face shield protect students effectively? L. Rodriguez-Freire: Not sure of the efficiency, but when the instructor breathes out the droplets are contained within the face shield. Question in the chat about the use of plastic screens, they will be put on the desks for office spaces, but it will be more difficult for professors who need to move around. A. Borgaonkar: I just want some clarification on office hours, are we expecting students to actually come into the office space? Individual offices are not big enough to maintain 6 feet of social distancing. L. Rodriguez-Freire: Will avoid face-to-face contact as much as we can and that may be relaxed as time goes on. But having webex office hours is fine. A. Rosato: Andrew, how often will the filters be changed? A. Christ: Do not know that detail yet. What we are doing now is talking to our indoor air quality testing companies to determine a protocol for indoor air quality testing to support and determine the frequency of filter changes. There is no best practice as of yet, but we will change the filters with greater frequency. Also working with the experts to determine what the best circumstance would be. A. Rosato; Who is supplying the recovery plans to the pandemic recovery website? Do the departments submit the plans to the committee, which are then uploaded? F. Deek: It goes from the departments to the Deans, and from the Deans to the Provost's office, preserving the university hierarchy. A. Rosato: When will training programs for converged learning begin? The decision on which graduate courses should be taught converged versus online will be up to the department? D. Blackmore: This will be up to the department. The departments are going to identify and list starting graduate courses that they think might be converged. B. Baltzis: departments made a priority list of courses and we will accommodate those that absolutely need that face to face component. R. Rojas-Cessa: Is there a testing program that is being considered for students and faculty? A. Christ: That is still evolving, will anticipate some level of testing be done on a broad scale with some testing in advance of student and staff arriving, and then some surveillance testing, but we haven't yet fully fleshed that out. We are working with University Hospital, RBHS, as well as some private providers to determine best possible practice. We've talked about doing testing of waste water to determine if there are flare ups. We have learned that Syracuse and Villanova as well as some other schools will be using that methodology in their residence halls. An evolving conversation will provide more clarity in the coming weeks. R. Rojas-Cessa: If the AC speed is increased, it becomes noisy and hard to teach with the noise. Maybe consider this when testing the filters? A. Christ: We are not intending to increase fan speed. What we are trying to do is use additional outside air from the main unit. N. Steffen-Fluhr: What about bathroom social distancing? A. Christ: Have looked at most of the bathrooms on campus to determine whether they could have multiple occupancies at the same time and maintain some level of social distancing. We are now considering having outside of the bathroom signage that would say occupied or unoccupied, so that people would know if someone is in there or not. People will have to pay attention to their surroundings and flip the signage over. We also have

signage and decals for the elevators, with signage asking people to defer to those that have disabilities and seniors to take the stairs instead. A. Borgaonkar: What if someone is not respecting the guidelines given to PPE? A. Christ: That is a continuing conversation, it is a student conduct issue if it happened multiple times. From the faculty and staff side, it would be a HR issue. A. Borgaonkar: How will PPE be distributed on campus? A. Christ: For the initial purchase of PPE, we will have a centralized purchase, and then part of my team will distribute the PPE. Beyond that, purchasing will be available to every department; the preferred vendors and departments can directly purchase and have supplies delivered. Update on Research by A. Dhawan: We are in the research recovery phase 1, aligned with the institutional research recovery plan. Have received many forms from faculty to start minimal research operations in their labs with all safety guidelines and social distancing requirements. The process has been working very well. We have received and approved over 50 forms from the faculty. Expected to have PPE soon. Since research requires careful planning, we will have an overlap of phase one research recovery operations till June 30th or so. Then we will go to phase 2 and those recovery operations will be developed at the departmental level. There is a systematic way of the progression of the research recovery plan and the subsequent phases. Y. Perl: How many proposals have you seen coming out of NJIT from March till now? A. Dhawan: Many, and we have received 2 covid-19 research related funding. We have about 12-15 proposals that were submitted for covid-19 research related activities. By last Friday we have received 66.5 million dollars in external research funding. Q. Jones: What about PhD students who are doing research on human subjects, and need face to face interactions? Is there any guidance on that? A. Dhawan: In phase one we are restricting face to face interactions. Must fill out and submit a form with all social distancing guidelines and protocols. In phase two, with respect to social distancing and safety protocols, as long as they are followed, more research operations can be included. Q. Jones: So, by the time we are back on campus in September, research that has face to face interactions should not be a problem? A. Dhawan: It should not be a problem, as long as they follow through with the federal, state, and institutional guidelines in regards to safety and social distance. E. Thomas: Going to pivot and this is a question for Dale: It is my undressing that the PSA got a lot of questions about the personnel cost savings announcement that Dr. Bloom sent out. I understand you are having an information session. Is there anything that you would like to clarify about the announcement? D. McLeod: there are two days of sessions: There shall be separate sessions for the voluntary furlough program and for the voluntary separation incentive program. Will go into detail about how each program operates and leave time for any questions. K. Riismandel: What happens if you're denied accommodations? Must you return to work or can you not return without penalty? But they are just not getting the accommodation? D. McLeod: It will depend on the situation, the position, and the person. If there is a denial, we will do our best to try to find another home for an individual if possible, as a second step to that initiative. If there is an accommodation that is proposed but the employee does not agree to it, then we need to figure out what the next step is. We could do a temporary furlough or find someone else to fill that position. K. Riismandel: In the scenario of an instructor who is being required to come to campus for a converged class, and that person requests an accommodation, and is denied, ideally one would replace them? D. McLeod: No, in the first phase the ideal would be to determine if there is another way that work can be performed by that individual in a way that meets the needs being requested. I. Gatley: Colleagues have asked me to gain clarification of what to do if they are 65 and older. It almost seemed from the announcement that this needs to be declared but of course HR already knows this. D. McLeod: Correct, so what needs to be declared is that you are requesting an accommodating because of your age. Just because you are over the age doesn't mean you need or want an accommodation, but we are allowing for that in this particular case. I. Gatley: So, how do you reconcile if I am over 65 and assigned to teach a 100 or 200 level course? F. Deek: If this is a

request that went to HR and was approved, we will work with the department to find some other work or another section that the instructor can teach that is not face to face or converged. If another person can take on that instructor's work then the situation ends there. Otherwise, the department and the provost will have to figure out other possibilities. R. Goodman: I have not heard anything about addressing the problem of parents of young children. What accommodations are being made for parents of small children who might not have full time school again in the fall. D. McLeod: We are aligning our reopening plan with the State's reopening plan of K-12 schools and child care facilities. N. Steffen-Fluhr: Will there be a doctor's office on campus during this time or will they be sent over to St. Michael's? A. Christ: We maintain a student health relationship with St. Michael's. We'll continue to use primary healthcare provider and St. Michael's will continue to help students. L. Rodriguez-Freire: Will there be consideration for accommodating those who have high-risk dependents? D. McLeod: Yes, that is covered in our existing lead programs, like family medical leave. D. Bunker: What will happen if you have a person at home who is high-risk and how that accommodation will be addressed? D. McLeod: We are following the accommodations process of the American Disabilities Act and also the equal opportunity commission as far as the guidance to employers and updates from the Office of Global Initiatives. C. Kunyczka: We are waiting for finalized federal guidelines for incoming students in the fall. Embassies are closed, so students aren't able to get a visa now. The process has been slow, but once we have the information, we will help students get visas. L. Rodriguez-Freire: How about information on limiting number of non-immigrant students coming from China? C. Kunyczka: Graduate students from China would be able to come to the US. They have to be linked to a particular University in China, and some military branch of the Chinese government. The government has not told us which schools yet. We're discussing this with other schools in the region to see what they are doing. P. Armenante: Typically, full-time international students have to take 6 credits face to face. Has this been removed or accommodated? C. Kunyczka: Accommodated. A. Rosato: Do new incoming students have to take face to face classes? C. Kunyczka: When they are coming for the first time, they cannot take all online classes; they have to take some physical component of a class. R. Rojas-Cessa: Is NJIT still issuing immigrant forms to students coming in the fall? C. Kunyczka: Yes, the Office of Admissions is issuing I-120s. When embassies reopen, students can apply for a visa. P. Armenante: Does one course in converged mode satisfy the federal requirements? C. Kunyczka: No, there needs to be at least two courses offered in converged mode. K. Riismandel: What about teaching effectiveness with converged learning? B. Baltzis: From now to the end of the summer there will be workshops through ITE and other venues and discussion groups that will show best practices.

The meeting ended at 1:29PM