

Staff Council Agenda								
Overview								
Meeting Date:	3/9/2023		Time:	1:00	- 3:00 p.m.	Location:	CKB 116 & WebEx	
Meeting Leader:	Greenwood, Allison		Timekeeper:			Corchado, Sasha	Q WCDLX	
Participants:	Bracero, Isabel C. Brennan, Shawn Carreras, Alexandra Carter, Christopher Cohanoschi, Mihaela Corchado, Sasha Cotrina, Marisela Cruz, Angel	Farbe Garci Greer Herre Lawse Living	a, Cara er, Anthony J. a, Julio nwood, Allison era, Cecille on, Ian gstone, DanielWrzos, Michelle L.			Lopez, Jose L. May, Shelly L. Montano, Jaime A. Screen-Reddick, Noelle Shah, Hemal Velez, Vanessa		
Meeting Purpose:	Meeting of the University Staff Co	Council						
Preparation:	Review any Staff Council related	document	s emailed prior. Bring cop	oies to the me	eting.			
Time	Ag	genda Item	n(s)		Pro	cess/Responsible Parties		
1:00 p.m.	Welcome Meeting Start							
	Roll call to establish attendance			•				
	Approval of the Minutes from the	e February	meeting					
	Reminder:							
1:15 p.m.								

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	Review Open Action Items			
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	Committee Updates/Vacan	ncies		
	Campus Life:		<u> </u>	
	Cotrina, Marisela			
	Facilities: Garcia, Julio Corchado, Sasha			
	Sustainability Subcommittee Garcia, Julio May, Shelly			
	Human Resources: Bracero, Isabel Shah, Hemal Lopez, Jose Farber, Anthony			
	Info Systems & Digital Transformation: Cruz, Angel			
	Finance: May, Shelly			
	Faculty Senate: Corchado, Sasha			
	Strategic Planning: Livingston, Daniel			
	University Senate: Cruz, Angel Greenwood, Allison			
	Campus Wellness Steering: Carter, Christopher Livingstone, Daniel			
	VP for Strategic			
	Public Safety Focus Group: Farber, Anthony	•		
	Election Committee: Cruz, Angel Herrera, Cecille Livingston, Daniel Vacant			
	Meeting Adjourned			
		Open Action Items		
Status		Action to be Taken	Responsible	Due Date
Open	Members of NCE and YWCC have shared that work from home is not being allowed for their unit, is there anything that can be done? 9/29/22 - Reach out to HR business rep. HR will be asked to sendig a refresher email to see what Deans are thinking of remote work currently. Asking for statistics on who is utilizing or not utilizing. How many units are losing staff?		HR Committee - raised at the town he the supervisor, front facing, can repusioness partner' to address the issue told not to submit requests; fear of marisela - can bring it up in another training (wanda is on the academic sinitiate conversations w/ bad actors	nall, left to ort to 'hr e of being etaliation; supervisor

	How close is NJIT to being a smoke free campus?		
OPEN	Update 9/17/2020 - Not a smoke free campus, is less of a priority in Covid times, will bring back up with Campus Life Update 10/15/2020: Campus Life Next Meeting Update: 11/19/2020: Address when we are back to campus. Update: 2020-12-17: No update Update 1/21/21: Has been brought up on hold due to other high priority such as covid. Update 2/18/2021: It was brought up in last campus life meeting. Not urgent. Did not meet since. Marisella will bring this up at next meeting Update 3/18/2021: No discussion Update 3/18/2021: On hold until we are back to work. Update 4/15/2021: Was brought up, Student Senate is active with this. Many areas of the University have to get involved, HR Etc.Mary Beth would provide feedback as to if this is moving forward. Update 5/20/2021: Student Senate is actively pursuing this MaryBeth Boger will provide feedback moving forward. Update 6/22/2021: Mariela, this has been brought up to Dean Boger. It would be brought up a the University Senate but they have not met yet. It is still outstanding issue. HR would need to be involved, Dean would get back to us Update: We are not close at all to achieving this. There are a lot of moving pieces to this. In fact it is hard for state run colleges/universities in NJ to achieve this (even though Essex CC is smoke free). We have unions and HR to consider in this process as well. Dean Boger is actively looking for alternative ideas on this topic. Update 9/17/2021: Luis nieves will reahc out to Shakera Rodgers about Rugers being smoke free including e-cigarettes. This is also a cleanliness issue as reffuse and waste have been pilling up in areas. Update 12/9/2021: Luis will follow up regaring e-cigareetes and vaping Update 3/23/2022: Alexandra and Allison will bring this issue up at University Senate Subcommittee of Campus Life	Campus Life and HR	
Open	Financial Aid Services' student hiring process Unable to identify a specific contact person to follow up on applications or address problems Lack of timely communication with student and hiring department Seems to be only one designated staff member in Financial Aid to process all student hiring Student employment systek is not self explanatory Request that Financial Aid offer staff training on the student hiring process once per semester Request to streamline process/communication between Financial Aid and Payroll	Reach out to Ivon Nunez as head of Financial Aid (no response - who does Financial Aid report to? Conrad/Cathy)	
Open	Empty hand sanitizer dispensers on campus Will the hand sanitizer disposals will be refilled anytime soon in the buildings around campus? The majority of them are empty. Should someone in each building send a request through the maintenance system for the refill, or are they done periodically?	Facilities? (Allison to check) place work orders	
Open	Notification of former faculty/staff passing What is the criteria being used to determine which notifications of the death of former NJIT faculty/employees are approved for communication to the NJIT community?	HR follow up (Sasha)	
Open	Summit Street Deck safety issues 1. drivers driving in the opposite direction to descend the floors and exit faster 2. double-parking, street parking in front of the deck and Laurel is making it difficult to enter/exit the deck safely PS coning area around office, saftey officers try to staff intersection, but not staffed at all hours; parents, pickup/dropoff at Laurel	ask PS to increase enforcement of wrong way drivers in deck; (contact Kesselman/Vilani in PS)	
	Bleeker Street Parking Residential parking for students (overnight parking not allowed) Can this be designated for staff/faculty instead?	NJIT owns part of street	
	New Street Designated NJIT faculty/staff parking; Rutgers students (and staff) have been parking there.		
	Lot 7 Can electrtic car chargers be placed there?	breaker boxes reaching capacity; plans to increase availability, but need more capacity before more chargers can be added - how many for lot 7?	
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	Lot 3 Binsky trucks taking up spots (yes they pay for parking) painted lines are for compact cars, not trucks; can they repaint lines to accommodate doors to get in/out care	
	Summit Street Deck "abandoned" car in 1st floor spot; is this vehicle legitimate? are they paying for parking?	
Open	Uber/Lyft on campus Lyft/uber drivers often double-parked in front of Fenster Hall and Lock Street. Are there designated pick-up/drop-off locations? If not, can specific sites be designated, highlighted w/ signage?	UPS drop-off @CKB; colden street roundabout; Bleeker, Lock St @ WEC; Greek Way
Open	Remote Work Issues Some areas/departments still not able to request remote work? Remote work pilot to be re-evaluated in February	
Open	HR Exit Interviews How frequently are these occuring? What is the data saying?	
Open	HR Focus Group	
Open	Enhancing 2023 Strategic Plan (Allison Greenwood serving) Updating current 2025 Strategic plan; will become 2030 Plan under President Lim.	
Open	VP for Digital Strategy & Chief Digital Office Search Committee (Michelle Llado-Wrzos serving for staff council)	