



Staff Council Minutes 2021-01-21

Overview

Meeting Date: Thursday, January 21, 2021 Time: 1:00 - 3:00 Location: Webex

Meeting Leader: Carreras, Alexandra Timekeeper: Frank Aversa

Participants:					
Aversa, Frank	<input checked="" type="checkbox"/>	Bracero, Isabel C.	<input checked="" type="checkbox"/>	Carreras, Alexandra	<input checked="" type="checkbox"/>
Clarke, Dominique	<input checked="" type="checkbox"/>	Cotrina, Marisela	<input checked="" type="checkbox"/>	Greenwood Allison K.	<input checked="" type="checkbox"/>
Cuzzola, Gabriella M.	<input type="checkbox"/>	Garcia, Julio	<input type="checkbox"/>	Herrera, Cecille	<input checked="" type="checkbox"/>
Howard, Jasmine E.	<input checked="" type="checkbox"/>	Knight, Meaghan O'Connor	<input checked="" type="checkbox"/>	Lawson, Ian	<input checked="" type="checkbox"/>
Llado-Wrzos, Michelle L.	<input checked="" type="checkbox"/>	Reyes, Nisha	<input type="checkbox"/>	Screen-Reddick, Noelle	<input checked="" type="checkbox"/>
Sims, Deborah	<input checked="" type="checkbox"/>	Staromiejska, Ewa K.	<input checked="" type="checkbox"/>	Stickna, Philip G.	<input checked="" type="checkbox"/>
Vin, Priyadarshini G.	<input checked="" type="checkbox"/>	Villacis, Jessica	<input type="checkbox"/>		<input type="checkbox"/>

Meeting Purpose: Meeting of the University Staff Council

Preparation: Review any Staff Council related documents e-mailed prior. Bring copies to the meeting.

Time	Agenda Item(s)			Process/Responsible Parties
12:50 p.m.	Webex start			Aversa, Frank
1:00 p.m.	Meeting Start			Carreras, Alexandra
1:15 p.m.	Committee Review			
	Committee	Meets	Contact	Representative
	Campus Life		Shakera Rodgers	Cotrina, Marisela
	Facilities		Andrew Christ	Garcia, Julio
	Human Resources		TBD	Clarke, Dominique
				Reyes, Nisha
				Bracero, Isabel
				Priya Vin
	Info Systems & Communications		Priscilla Milne	O'Connor-Knight, Meaghan
	Finance		Cara Bartolomeo	Stickna, Phil
	Faculty Senate		Liz DiBlasio	O'Connor-Knight, Meaghan
	Strategic Planning Steering			Sims, Deborah
	University Senate		Peggy Kenrick	Cox, Allison K.
				Carreras, Alexandra
	Staff Council Election Committee			Screen-Reddick, Noelle
				Jasmine E. Howard
				Cecille Herrera
				VACANT

	Pandemic Recovery Advisory			University Senate Members
	Campus Climate Workgroup		McLeod, Dale A	Llado-Wrzos, Michelle L.
2:00 p.m.	Open Action Items			Carreras, Alexandra
2:10 p.m.	New Action Items			Carreras, Alexandra
2:30 p.m.	Review of Action Items			Aversa, Frank
3:00 p.m.	Meeting Adjourns			Carreras, Alexandra

Campus Life Met 1/12/21 M. Cotrina. Getting all their students to submit a negative test 2 weeks prior to the semester. The vaccine also was brought up currently it's not mandatory for the students. The vaccine process will be done in phases. Might be made mandatory 1-2 years in future immunization package for students. Survey to students how Covid impacted them. 1300 Students participated. 70% Did not feel valued or part of the community. That has to do with more than half of them Not being on campus. Roll out a program to reach out and contact student, University Cares and inform them of programs. Most of semester will be virtual. In early stages of graduation talk. They're not sure if it's going to be a hybrid event. half virtual half in person.

Facilities Rep. Not Present, A. Carreras quick update. Though on campus was delayed, project on campus very active for building improvements. Meullers Started demo, there will be a park area, until funding 2 or more years. TKE on hold for historical reason. Warren Street School will become a housing facility affordable student housing with a park area. Cullimore 103 Lecture Hall renovation. CoAd building facade repair, water damage.

Human Resources P. Vin, 12/24 Dale said moving forward with always having that off, Employee contracts that they're just going to be default 1 year contracts and there's not going to be really in need to renew the contract. So, they will rollover. Sign when on board. For now that we're encouraged to telework during inclement weather unless you're says otherwise. Talked about the pandemic recovery plan, starting to converged learning February. 1st. talked about the vaccination program that was under the impression that we were in group 1. C, may be 1B. The DEI Diversity Equity inclusion position in H. R. was closed, they are interviewing. Was there value in the having open forum, rather having targeted groups. Senate university said they did put together their rules or their protocol for the presidential next presidential search. No staff representative on the search committee, will look into staff representative. The 5 year strategy plan is going to correspond with the 2025 plan and he's going to share a draft with us next time. Open items, will look into if staff can use the gym with athletics. Bring your child to work will likely not happen this year.

Info Systems & Communications Did not meet.

Finance Endowment had growth, Significant growth and it just passed a 150M dollars milestone. 1 year ahead of what our target was to hit 150 mil., 5 years ago they had just crossed 100M. So it was a it's a substantial growth. FY 21 budget discussed, our operating budget investments have exceeded the target by 5M, which is good news, The university is derisked. The 2nd cases act came in 13- 14 mil, some has to be spent on students, 4 mil. holding back on using the monies for FY22. The transition to J. P. Morgan continues, we should start actually seeing some of that stuff over the next month or so. February begins the transition of the executive and student leadership, credit cards, the replacement ATM WEC and the campus center should be going in sometime in mid February and the banking. Direct deposit. Accounts payable and chrome river. FY 21 audit is complete and in the report. FY 22 there are 17 faculty hires are on book. Board to Mueller building held off to at least 2028. The budget is balanced, but it is not structurally balanced, which means we are balanced on a lot of 1 time funds. So that was the vacation give backs, donation, etc. Enrollment, Spring 21 and Fall 20 were down. International for next fall are on and up tick.

Faculty Senate Meets Next Tuesday for first time

Strategic Planning Last month was last time met. Last month report was discussed.

University Senate Did not meet.

Election
Committee

Pandemic
Recovery Advisory

Campus Climate
Workgroup

Working group started, had first meeting. Started on survey.

New Topic Question: What is the status of the contract. D. Clark a rep. Has not met yet this year. It's ongoing.
Question on the new Mail services was discussed, open forum Monday. Open all mail. Scan it and send it
Question: What is GDS opening. Order thoguh App and pick up.
Statement - Positive wastewater test in HRH

Status	Action to be Taken	Responsible	Due Date
OPEN 202005	<p>Will the WEC & Honors gyms reopen for the Fall? There are talks on other areas not normally used for class to hold classes. This may possibly affect the gyms.</p> <p>Update 9/17/2020 - Open for athlete not open to public. Fitness Center Open to students with reservations. Basketball and some tennis courts closed used for classes. Are there any services open for staff? Ask about gym at HR Meeting.?</p> <p>Update 10/15/2020: WEC is open for 25% process to request, only studentnts. Are Staff Members allowed to added. HR committee will ask at next meeting</p> <p>Update: 11/19/2020: Bring up at HR Committe Update: 2020-12-17: No update Update 1/21/21: Will talk to atheletics about staff access. mentioned in HR Committee</p>	HR Committee	
OPEN 202005	<p>Concerns about the feeling on campus upon return after passing away of employees. Will there be a memorial service for all?</p> <p>Update 9/17/2020 - Meeting for HR at end of month to discuss</p> <p>Update 10/15/2020: Dr. Bloom has asked for a Momenent of Silence before meetings and there are announcements going out. To be brought up with HR. COnsistency request, By department and by requests.</p> <p>Update: 11/19/2020: Not bringing new people on campus soon Update: 2020-12-17: No update</p>		
OPEN	<p>Parking Issues - Is there a way to give public transportation an insentive for employees. Perhaps a state employee discount with NJTransit? - Update: Have to figure cost of University vs how many employees are interested. Wait for new HR VP.</p> <p>Update 10/15/2020: Parkign will be charged as normal. Issues about street parking, \$25 per day.</p> <p>Update 9/17/2020 - No Updates address ar HR Meeting</p> <p>Update: 11/19/2020: Bring up at HR Committe</p> <p>Update 1/21/21: No new information, funds have been alocated already, no tlikely to be a refund</p>	Human Resources	

OPEN on hold to phase 3	<p>Hard to make left turns from New St to MLK by the Fenster Deck, and also from New St to Lock St near STPG. Can Public Safety direct traffic in these areas? - Per DC Kevin Kesselman an officer will be posted on New St & MLK as well as New St & Wilsey from 4:30pm to 5:30pm Monday-Friday, unless something comes up as Public Safety is short staffed and they need to maintain safety on campus. An officer will also remain at the Lock St/New St crossing.</p> <p>Update: This has been done, but making the turns is still difficult. Ian Lawson will bring this to Public Safety Lt's attention.</p> <p>Update 9/17/2020 - Traffic is low, keep open for phase 3 when more people on campus and rediscuss.</p> <p>Update 10/15/2020: SAME</p> <p>Update: 11/19/2020: SAME</p> <p>Update: 2020-12-17: No update</p>	Public Safety	
OPEN	<p>The campus was very icy on 12/19/19 and left unsalted in several areas. Update: Salting/cleaning of the area across Central Ave by Lot 12 is done by the City of Newark, not NJIT Facilities Services. However, the entrance ways to GITC on Central Ave were also very icy as well, and not addressed until late in the day.</p> <p>Update 9/27/2020 - Will readdress when the weather gets colder</p> <p>Update 10/15/2020: Waiting for icy snowy weather</p> <p>Update: 11/19/2020: Waiting for cold weather.</p> <p>Update: 2020-12-17: No update</p> <p>Update 1/21/21: with recent weather, campus deicing was done well,</p>	Facilities	
OPEN	<p>How close is NJIT to being a smoke free campus? 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.</p> <p>Update 9/17/2020 - Not a smoke free campus, is less of a priority in Covid times, will bring back up with Cmapus Life</p> <p>Update 10/15/2020: Campus Life Next Meeting</p> <p>Update: 11/19/2020: Address when we are back to campus.</p> <p>Update: 2020-12-17: No update</p> <p>Update 1/21/21: Has been brought up on hold due to other high priority such as covid.</p>	Campus Life	
OPEN (EXTENDED)	<p>Can Staff Council members serve on the Presidential Search Committee? - Nisha emailed Fadi. Gabby emailed Peggy and was told there is no Presidential Search at this time. Keep open until we get more info.</p> <p>Update 9/17/2020 - Keep open for additional information</p> <p>Update 10/15/2020: Final Year is 2022. Research search committee who are members. Nothing about membership.</p> <p>Update: 11/19/2020: Will Bring up at meetings.</p> <p>Update: 2020-12-17: No update</p> <p>Update 1/21/2021: Was discussed in HR meeting, No Staff representation, this will be looked into.</p>	HR	

<p>Closed 10/15/2020</p>	<p>A couple of retirees have mentioned that they've lost access to Pipeline. That means they've lost their ability to get the electronic delivery of pay stubs and W2's for tax purposes. In one case, an Alumnus who recently retired was completely disabled preventing access to the email for life for Alumni. The issue is related to progress with the Identity Management Project in IST. Certain specific roles have either not been defined or not rolled out yet (like Retiree+Alum). Also, both retirees commented that they would have appreciated some sort of exit interview where items like this were covered. Can an offboarding process be made standard? Update: Pipeline access is connected to active job assignments. No exit interviews are required. Wait for new HR VP.</p> <p>Update 9/27/2020 - No updates to access, brought to information systems my have been related to not claiming ID, is it IT, or status in HR.</p> <p>Update 10/15/2020: It has been Fixed Mostly people ignored claiming accounts. Meegan motioned, Allison 2nd- Closed</p>	<p>HR Committee/Info Systems Committee</p>	
<p>Closed 9/27/2020</p>	<p>The Council would like to see the creation of a bank where we can donate sick time.</p> <ul style="list-style-type: none"> * Lauren Rubitz said this is in progress. * Still being worked on. Policy needs to be approved by unions; Staci/Nisha will follow up * Negotiating has started with unions. <p>There is a new NJ Earned Sick Leave Law that will be in effect soon. As the university discusses any changes that will need to be made regarding the law, we will not be moving forward with the donated sick leave policy at this time.</p> <p>Not sure how the law relates to the sick bank.</p> <p>Need more info.</p> <p>Keep open until the new law is reviewed by HR -Update: Lauren Rubitz spoke on this. Sick bank still needs to be reviewed at next Staff Council meeting.</p> <p>Update 9/17/2020 - Linked to sta law, basically told no. Motion to CLose Item, Dominique 1st, Julio 2nd Item Closed</p>	<p>HR Committee</p>	