



Staff Council Minutes

Overview

Meeting Date:	12/9/2021	Time:	1:00 - 2:30 p.m.	Location:	CKB 116 & WebEx
Meeting Leader:	Greenwood, Allison	Timekeeper:	Cruz, Angel		
Participants:	Bracero, Isabel <input checked="" type="checkbox"/>	Garcia, Julio <input type="checkbox"/>	Nieves, Luis <input checked="" type="checkbox"/>		
	Carreras, Alexandra <input type="checkbox"/>	Greenwood, Allison <input checked="" type="checkbox"/>	Screen-Reddick, Noelle <input checked="" type="checkbox"/>		
	Carter, Christopher <input checked="" type="checkbox"/>	Herrera, Cecille <input type="checkbox"/>	Shah, Hemal <input checked="" type="checkbox"/>		
	Clarke, Dominique <input type="checkbox"/>	Howard, Jasmine <input type="checkbox"/>	Stinchcombe, Amy <input type="checkbox"/>		
	Corchado, Sasha <input checked="" type="checkbox"/>	Janz, Scott <input type="checkbox"/>	Velez, Vanessa <input type="checkbox"/>		
	Cotrina, Marisela <input checked="" type="checkbox"/>	Lawson, Ian <input type="checkbox"/>	Villacis, Jessica <input checked="" type="checkbox"/>		
	Cruz, Angel <input checked="" type="checkbox"/>	Livingstone, Daniel <input checked="" type="checkbox"/>	Vin, Priya <input type="checkbox"/>		

Meeting Purpose: Meeting of the University Staff Council

Preparation: Review any Staff Council related documents emailed prior. Bring copies to the meeting.

Time	Agenda Item(s)	Process/Responsible Parties
1:00 p.m.	Welcome	Greenwood, Allison
1:15 p.m.	Meeting Start	Cruz, Angel & Greenwood, Allison
	Roll call to establish attendance Quorum was met.	
	Opening remarks pertaining to holiday party	
1:20 p.m.	Discussed Committee Updates/Vacancies	Greenwood, Allison
	<i>Campus Life:</i> Cotrina, Marisela	Agenda/update to be sent after meeting Coat drive was discussed
	<i>Facilities:</i> Garcia, Julio	Cullimore lecture hall is completed, MEC 224 renovation to come, the park is completed and parking outside for guests/staff, micro roof is beginning, firepit completed and walkway being installed, warren street project is coming along, Fenster hall 5th floor updates, fenster hall survey
	<i>Human Resources:</i> Bracero, Isabel Clarke, Dominique Nieves, Luis Shah, Hemal	Best places to work for survey is not 100% completed, working on remote work policy based on department and manager (student facing/confidential information/performance tracks are not eligible for remote work), LinkedIn learning is setting up a training, there will be vision care at no additional cost, Faculty not happy with remote work and days missed are made up in the later part of the academic year, leadership programs/training for those chosen by department heads, the topic of hr liasons was brought up Request for Dale to attend a staff council meeting (diff of staff and faculty and we've lost quite a bit due to this difference)
	<i>Info Systems & Digital Transformation:</i> Cruz, Angel	Meeting was mostly budgetary. Discussed FY 21-24 budget plans, updating areas on campus to match D1 Research status, IT Department Restructured with 4 Associate CIO's, open positions due to highly competitive market and flex scheduling, moving data mostly to cloud from server based, laptop/home docking stations being discussed in future years plans to ensure secure and encrypted connections, next meeting 2 1/2 months or so.

Finance: <i>Corchado, Sasha</i>	Currently restructuring, prioritizing how they're looking at revenue sources, almost ready with a tentative budget, applying for state initiatives to get funding, looking to restructure retirement accounts, restructuring how departments are accessing their budget information, assessing the push and pull to obtaining state funding given that this typically comes with stipulations on how exactly to earn the funding. Minutes attached to this meeting minutes.
Faculty Senate: <i>Corchado, Sasha</i>	Egypt deal was discussed and how deplomas would differ, or even if it would differ. A election system was tested. Two new degrees. Would like for departments to be able to wave GRE's for graduate degrees. Presidential search and some lack of transparency has come up regarding the 3 candidates - the legitimacy on the third candidate was in question given that one candidate withdrew and a third was seamlessly included. The goal is the presidential search should done by February.
Strategic Planning: <i>Daniel Livingston (joined)</i>	Daniel Livingston volunteered to join.
University Senate: <i>Carreras, Alexandra Greenwood, Allison</i>	Echo'd updates to what was mentioned in previous committee reports.
Election Committee: <i>Cruz, Angel Herrera, Cecille Howard, Jasmine Screen-Reddick, Noelle</i>	No update needed.
Pandemic Recovery Advisory: <i>Carreras, Alexandra Greenwood, Allison</i>	Does NJIT continue to track infection rate - yes, FAQs are also still up. Contact tracing was discussed and is handled via Human Resources, Testing is only done currently for those Exempt of the vaccine mandate. Masking will still be required and will be rediscussed at a later time. Booster shot is not required but not necessary to share information to HR. Minutes attached.
Campus Climate Workgroup: <i>Vacant</i>	

1:45 p.m.	Reviewed Open Action Items	Greenwood Allison
	Updates made to open action items, below.	

2:19 p.m.	New Topics	Greenwood, Allison
	Motion to remove old action items from bottom of minutes. Motion passed.	
	Motion to bring up contact tracing in Pandemic Recovery, allison	
	Motion to bring up flex scheduling due to need to quarantine, and a plan for essential personal since they are not able to work from home. HR committee.	

2:30 p.m.	Meeting Adjourned	Greenwood, Allison
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Open Action Items			
Status	Action to be Taken	Responsible	Due Date
Open	Flex Scheduling due to exposure/quarantine, can it be done? Update 12/9/21: This will be brought up by our representatives during the HR committee meeting.	HR Committee	
Open	Parking has been difficult, what can be done? Update 9/17/21: Gjini says they will be having PSD open lot 12 on Tuesday, Thursday to have additional spots available during heavy times. Email will be sent via Emma. Update 10/21/21: Luis Nieves to reach out and ask about lot 12 being available earlier Update 12/9/21: Luis Nieves reached out, not enough public safety to man lot 12, corner by STPG accumulates water and is a safety concern, not NJIT owned but we're trying to keep it safe	Public Safety	

Open	<p>Transitioning to remote-work during inclement weather/state of emergencies does not seem fair</p> <p>Update 9/17/21 Sasha to reach out to Andrew Christ and Amy Baker Update 12/9/21 Will assess on a case by case basis</p>	Pandemic Recovery
OPEN	<p>How close is NJIT to being a smoke free campus?</p> <p>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 Mary Beth Boger will provide feedback moving forward. Update 6/22/2021: Mariela, this has been brought up to Dean Boger. It would be brought up at 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</p> <p>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 9/17/2021: Luis nieves will reach out to Shakera Rodgers about Rutgers being smoke free including e-cigarettes. This is also a cleanliness issue as refuse and waste have been piling up in areas. Update 12/9/2021: Luis will follow up regarding e-cigarettes and vaping</p>	Campus Life and HR