



Staff Council Minutes

Overview

Meeting Date:	1/27/2022	Time:	1:00 - 2:30 p.m.	Location:	WebEx
Meeting Leader:		Timekeeper:	Cruz, Angel		
Participants:	Bracero, Isabel <input type="checkbox"/>	Garcia, Julio <input type="checkbox"/>	Nieves, Luis <input type="checkbox"/>		
	Carreras, Alexandra <input checked="" type="checkbox"/>	Greenwood, Allison <input checked="" type="checkbox"/>	Screen-Reddick, Noelle <input checked="" type="checkbox"/>		
	Carter, Christopher <input checked="" type="checkbox"/>	Herrera, Cecille <input checked="" type="checkbox"/>	Shah, Hemal <input checked="" type="checkbox"/>		
	Clarke, Dominique <input checked="" type="checkbox"/>	Howard, Jasmine <input type="checkbox"/>	Stinchcombe, Amy <input type="checkbox"/>		
	Corchado, Sasha <input checked="" type="checkbox"/>	Janz, Scott <input checked="" 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 checked="" 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	
1:07 p.m.	Meeting Start	Cruz, Angel & Carreras, Alexandra
	Roll call to establish attendance Amy Stinchcombe no longer affiliated?	
	Discussed starting elections	
	Motion to approve past meeting minutes, approved.	
1:10 p.m.	Discussed Committee Updates/Vacancies	
	<p>Campus Life: Cotrina, Marisela</p> <p>Discussed booster and the mandate by Jan 31st, wanted to stay up to date with isolation periods. 10 days down to 5. Student lounge will host booster clinic on February 4th, for faculty, staff and students. New president to start coming to campus around March. Student series will be on Highlander hub to inform students about NJIT information. Climate study results will be discussed around April 14th. Highlander award nominations, there will be an email going out about how to nominate someone soon. Firepit RSVP system being put in place, looking to have new president perform the ribbon cutting. Student cafe behind smashburger in the works. Filling 2 eboard positions in graduate student association. Chief Diversity officer position is on hold until new president provides input. Public safety currently facing a hiring influx and a lot of changes are coming and keeping up with covid-19 social distancing mandates. Next meeting should be March 28th.</p> <p>Facilities: Garcia, Julio</p> <p>Completed: Maple Hall, residential hall, Green park, fire pit Bids: tiernan labs, lecture halls, ME lecture hall, venturelink, baseball field sematic design phase,</p>	

<p>Human Resources: <i>Bracero, Isabel</i> <i>Clarke, Dominique</i> <i>Nieves, Luis</i> <i>Shah, Hemal</i></p>	<p>Medicat being used for proof of vaccine/booster (only 700 employees uploaded) - Well below what was expected. Dale has agreed to attend a meeting to answer remote work questions, needs a date to attend Snow days depend on nature of the storm... new normal makes virtual transitions easier so up to VP to decide how those "true snow days" should be received New president and Dale will have a meeting together, alumni weekend plans. Transition committee prepared to bring new President on board, some time around March there will be meetings with departments. Fadi stepping down - big shoes to fill, searching for internal candidates as "acting" role for a year, but eventually wish to find permanent individual to take the position Testing site will be open Mondays & Tuesday (10am - 3pm & 4pm-6pm) - PCR Test once a week. Will try to accommodate walk-ins but is mainly directed toward the unvaccinated LinkedIn learning initiative is slightly behind schedule. Working on an accurate reporting system. Vision care assistance is also behind schedule, should be live April 1st. If boosted - quarantine is 5 days, if not boosted quarantine is 10 days.</p>
<p>Info Systems & Digital Transformation: <i>Cruz, Angel</i></p>	<p>Digital strategy for the time being - 6 main objectives Biggest initiative to move university ERP Ellucian to cloud - Will not put a system out that is not ready, but the goal is to have the Cloud finished by March. New parking system, T2. Visiting parking modules to come next year Adoption of new mass mailing system Emma, more accurate Currently a multi CRM institution (way of interfacing with students) - 3 main: Slate, Fundraising, and Student System Banner. Process assessments completed for: admissions, enrollment, registration, financial aid, HR Emphasized importance of specialized roles needing to be hired: developers and directors A detailed need assessment has guided internal research computing needs Currently looking at GITC at the worst case scenario for being the HPC (high performance computing) data center but the goal is to have a co-location facility. Therefore looking into co-location facilities that can handle the output that we are projecting (upwards of 40 kilowatts) Our Security operations have been outsourced to a security company that manages the cyber security of NJIT Helpdesk has been at the student mall, will be relocated to the Library by February, 2022 Service now will also be implemented with help desk to better process tickets. May be used to automate HR onboarding Will begin piloting 2-factor authentication for certain services. Increases data security, protects personal information and affects cyber liability insurance, most require 2-factor authentication.</p>
<p>Finance: <i>Corchado, Sasha</i></p>	<p>No meeting, no update.</p>
<p>Faculty Senate: <i>Corchado, Sasha</i></p>	<p>With regard to Egypt contract they will review the contract to ensure transparency of impact/budget/staffing obligations/increased demand from students and Newark courses. Discussed interim provost search, requested the committee had at least one academic rep from each school to ensure well balanced academic representation Discussed presidential transition committee and the date the new president would be coming to campus. Dates TBD. Discussed new guidelines for online course offerings and discussed standards for online offerings Motion passed to recognize Fadi's service and efforts Baseball field option location, McCarter highway and Grafton Avenue. NJIT will be a long term tenant with priority schedule, but any time not being used the developing company would be open to rent to others for use. Not a large scale baseball arena. Medicat glitch that affected whether or not individuals would receive confirmation after uploading booster information.</p>
<p>Strategic Planning: <i>Livingston, Daniel</i></p>	<p>No meeting, no update.</p>
<p>University Senate: <i>Carreras, Alexandra</i> <i>Greenwood, Allison</i></p>	<p>No meeting, no update.</p>
<p>Election Committee: <i>Cruz, Angel</i> <i>Herrera, Cecille</i> <i>Livingston, Daniel</i> <i>Vacant</i></p>	<p>Will need to create a timeline and send out google form <ol style="list-style-type: none"> 1. who is up for vacancy - fill them (how many and which departments) 2. re-elect pres, vp, sec 3. election needs to be done by June </p>

	Pandemic Recovery Advisory: <i>Carreras, Alexandra Greenwood, Allison</i>	Faculty/staff had the opportunity to express their concerns. Not many questions came up. Andrew sent an email discussing our return to campus full-time. Does not foresee any extended covid related remote work.	
	Campus Climate Workgroup: <i>Vacant</i>		
1:51 p.m.	Review Old Action Items		
	Flex scheduling discussed the update. Motion to close, closed.		
	Discussed Transition to Remote due to inclement weather. Motion to close, closed.		
2:03 p.m.	New Topics		
	Discussed HR Remote work requests - request has to be made to VP. Certain groups not eligible.		
	Bring up delayed opening during snow day when Dale attends meeting		
2:10 p.m.	Meeting Adjourned		
Open Action Items			
Status	Action to be Taken	Responsible	Due Date
Closed	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. Update 1/27/22: Pointed to remote work policy, if you can not work it out with supervisor or vp then have option to use Sick days.	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	
Closed	Transitioning to remote-work during inclement weather/state of emergencies does not seem fair 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 Update 1/27/22 SC: State of emergency does not mean that everything closes just that resources will be utilized to assist with status. Therefore case by case decision to close or maintain virtual transition. HS: Dale reiterated similar to Andrew's statement that it's decided on a case by case and supervisors decision.	Pandemic Recovery	

<p>OPEN</p>	<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</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> <p>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</p> <p>Update 3/18/2021: No discussion</p> <p>Update 3/18/2021: On hold until we are back to work.</p> <p>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.</p> <p>Update 5/20/2021: Student Senate is actively pursuing this MaryBeth Boger will provide feedback moving forward.</p> <p>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</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 reffuse and waste have been piling up in areas.</p> <p>Update 12/9/2021: Luis will follow up regarding e-cigareetes and vaping</p>	<p>Campus Life and HR</p>
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