



# Staff Council Minutes

## Overview

<b>Meeting Date:</b>	3/24/2022	<b>Time:</b>	1:00 - 2:30 p.m.	<b>Location:</b>	CKB 116 8
<b>Meeting Leader:</b>	Carreras, Alexandra	<b>Timekeeper:</b>	Cruz, Angel		
<b>Participants:</b>	Bracero, Isabel <input checked="" type="checkbox"/>	Garcia, Julio <input checked="" type="checkbox"/>	Nieves, Luis <input type="checkbox"/>		
	Carreras, Alexandra <input checked="" type="checkbox"/>	Greenwood, Allison <input checked="" type="checkbox"/>	Screen-Reddick, Noelle <input type="checkbox"/>		
	Carter, Christopher <input checked="" type="checkbox"/>	Herrera, Cecille <input checked="" 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 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 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.	<b>Welcome</b>	
1:07 p.m.	<b>Meeting Start</b>	
	Roll call to establish attendance	
	Motion to approve past meeting minutes, approved.	
1:10 p.m.	<b>Discussed Committee Updates/Vacancies</b>	
	<b>Campus Life:</b> Cotrina, Marisela	Senate meeting is March 28. Townhall meeting, Thursday April 14th.
	<b>Facilities:</b> Garcia, Julio	April 8th next meeting, Maple hall set to open in the Fall. Tipping off ceremony was last week. New lecture hall, IT has been moved to the library. Venture link 4th floor being worked on. Microfabrication next phases should be completed this summer. Physics 4th floor renovation. Weston is on it's second phase.
	<b>Human Resources:</b> Bracero, Isabel Clarke, Dominique Nieves, Luis Shah, Hemal	Next meeting is April 6th. Need a date to invite Dale. Will present question of whether or not summer hours will be effected by remote/flex scheduling.
	<b>Info Systems &amp; Digital Transformation:</b> Cruz, Angel	Next meeting is March 28th. Switch updates are planned.
	<b>Finance:</b> Corchado, Sasha	No updates.
	<b>Faculty Senate:</b> Corchado, Sasha	Internal discussion and changes to executive board. President stepped down and Denis Blackmore was voted in Feb 8. Then stepped down due to health and now David H. is now president. Interim provost position has three candidates. Discussed potential changes of default platform to Zoom & WebEx and not just WebEx. Kaltura contract is ending. Some issues with two factor authentication, more to come. President Lim was at the last meeting answering initial questions from Faculty Senate.

	<b>Strategic Planning:</b> <i>Livingston, Daniel</i>	Not in attendance.	
	<b>University Senate:</b> <i>Carreras, Alexandra</i> <i>Greenwood, Allison</i>	Meeting coming up, reviewing constitution of University Senate. Will be distributed via email and a form will record responses. If quorum is met, majority decision will be taken.	
	<b>Election Committee:</b> <i>Cruz, Angel</i> <i>Herrera, Cecille</i> <i>Livingston, Daniel</i> <i>Vacant</i>	<p>Ten (10) upcoming vacancies; four (4) representing the Provost &amp; Academic Affairs, two (2) representing the President's Area, two (2) representing the Senior Vice President for Real Estate Development and Capital Operations, and two (2) representing the Senior Vice President for Finance &amp; CFO.</p> <ul style="list-style-type: none"> <li>• April 14, 2022 – Request for nominees begins (self-nomination permitted).</li> <li>• April 28, 2022 – Conclusion of the nomination process. The Staff Council will collect all submitted nominations and validate nominees' interest in participating in the election process.</li> <li>• May 5, 2022 – Circulation of election ballots to the four (4) affected areas via email.</li> <li>• May 19, 2022 – 5 PM Election ballot process ends.</li> <li>• May 26, 2022 – New members attend the final Staff Council meeting of the academic year. Elections for the Executive Board will be held at this meeting.</li> <li>• September 1, 2022 – 2022/23 University Senate/Staff Council term begins.</li> </ul> <p>Sip Coffee with Staff Council – Date, Wednesday April 20, 1 PM</p>	
	<b>Pandemic Recovery Advisory:</b> <i>Carreras, Alexandra</i> <i>Greenwood, Allison</i>	Mask mandate reduced and rates will be monitored. Some recent positives recorded during spring break. Online tracking will be utilized to keep track. Can not mandate non vaccinated individuals to wear a mask. Communication of additional vaccines/boosters will need to be communicated differently and not seen as a threat of job loss. April 20th, is the next meeting.	
	<b>Campus Climate Workgroup:</b> <i>Vacant</i>	Motion to remove this from the minutes.	
1:39 p.m.	<b>Review Old Action Items</b>		
		Discussed flex scheduling and different opinions on remote work.	
1:50 p.m.	<b>New Topics</b>		
		Union and NJIT are still negotiating budgets and salaries and this is why the contract is not updated online yet.	
		Will summer hours be affected due to remote/flex scheduling.	
1:56 p.m.	<b>Meeting Adjourned</b>		
<b>Open Action Items</b>			
Status	Action to be Taken	Responsible	Due Date
Closed	<b>Flex Scheduling due to exposure/quarantine, can it be done?</b>  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	<b>Parking has been difficult, what can be done?</b>  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 Update 3/23/22: Angel will reach out to Rob Gjini to see if app can be reset as the count is severely off.	Public Safety	

Closed	<p><b>Transitioning to remote-work during inclement weather/state of emergencies does not seem fair</b></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  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.</p>	Pandemic Recovery	
OPEN	<p><b>How close is NJIT to being a smoke free campus?</b></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  Update 3/23/2022: Alexandra and Allison will bring this issue up at University Senate Subcommittee of Campus Life</p>	Campus Life and HR	