



MONTCLAIR STATE
UNIVERSITY

Senate Executive Board

Recommendation for Continuation of Remote Work for Librarians, Professional Staff, and Support Staff

July 15, 2020 - Approved by the Senate Executive Board

The Senate Executive Board recommends only employees who require access to specific equipment or to a particular facility in order to do their job be required to return to work on campus during the current health crisis.

To assure that University supervisors and managers follow the highest standard for health and safety of employees and the campus community, the Senate Executive Board recommends that supervisors and managers be required to provide a rationale for assigning work to be completed on-Campus. This should include detailing specific job tasks that cannot be done remotely for each employee they require to return to campus.

The Senate Executive Board makes this Recommendation while the University Senate is not in session due to the time-sensitive nature of the University's response to the extraordinary circumstances of the COVID-19 Pandemic.

Background

In reviewing Governor Murphy's Brief on the re-opening Stages for NJ (see link below), dated May 18, 2020, each of the Stages, 1-3, offers the following guidelines for employees of New Jersey:

- Work that can be done from home should continue to be done from home.
- Clinically high-risk individuals who can stay at home should continue to do so.

In addition, Montclair State's reopening plan (Part VII Student Services) details reducing in-person contact, noting, "Remote delivery of services will continue to be the primary

method of service delivery and students will be strongly encouraged to access services this way” (pg. 46).

This indicates to us that if Librarians, Professional Staff and Support Staff have been and continue to work effectively from home, they should continue to do so to keep themselves, their loved ones, and the Campus Community safe and healthy. However, despite the Governor’s Guidelines and the University’s own encouragement of the use of remote services, some members of our campus community have been given return-to-campus dates by their supervisors as early as August 10th. No justification has been provided to why they should no longer work remotely.

In fact, remote services have already been, and will continue to be provided in the coming months. The following student services have been provided remotely, since March 2020: academic advising, tutoring, testing, library, financial aid, registrar, student accounts assistance, mental health counseling, tele-medical services (including student health appointments and emergency medical services), disability resources and accommodations, ID Card services, Dean of Students Office appointments, and new student orientation. These should continue to be delivered remotely until it is safe to return to campus. Any departures from the Governor’s and the University’s own guidelines regarding remote delivery of services must be explained and supported by evidence that remote delivery is not appropriate at this time.

The Governor’s Brief can be viewed here:

<https://www.nj.gov/governor/news/news/562020/20200518a.shtml>

Erik Jacobson, President
Pascale LaFountain, Vice-President
Shannon Bellum, Administrative Affairs Council
Laura Field, Corresponding Secretary
Arnaud Kurze, Academic Affairs Council
Temeshia Lemons, Student Affairs Council
Hugh Curnutt, Negotiations Agent Liaison
David Trubatch, Immediate Past President
Stephanie Spitz, Recording Secretary

