

RAMAPO COLLEGE OF NJ

MEMORANDUM OF AGREEMENT

After Hours Contact Tracers/Covid-19 Coordinator

To promote amicable employer-employee relations, Ramapo College of New Jersey and the American Federation of Teachers (“AFT”) Local 2274 agree to the following terms with regard to providing additional compensation to employees in the Center for Health Services (Health Services Staff). Those employees who serve in the capacity as an on-call Contact Tracer/Covid-19 Coordinator after normal business hours (hereinafter referred to as After Hours Contact Tracers Covid-19 Coordinator-AHCTCC) will be compensated as follows:

Compensation:

1. For the Spring, 2022 Semester employees who are on call as an AHCTCC’s shall be compensated at a flat rate of \$1,500.00 for the full semester; and
2. The after hour commitment is on a per week basis 4:30pm-9:30pm Monday through Friday; and 10:00am-5:00pm Saturday and Sunday.
3. Employee will be required to be available during the hours mentioned in #2 above for at least 5 weeks during the Spring, 2022 Semester

Payments will be made in two (2) separate installments in February and May. In addition, in the event an AHCTCC is required to be on call more than their required weeks per semester (see attached description), he/she shall be compensated at a flat rate of \$300.00 for each additional week they are requested to be on call

If an employee is on leave at any point during the term of the agreement and is unable to meet the minimum of their required number of on call weeks of Five (5), they will be entitled to a prorated stipend and will be compensated at \$300.00 per week for each week that they perform the on-call contract tracing duties during term of the agreement.

Responsibilities:

Case Management/Contact Tracing

- a. Responsible for participating in a timely process for contact tracing among the student population. They will be responsible for Case Investigation, Contact Tracing, Notification of Faculty through Connect and completion of all required paperwork and documentation. They will also advise Office of Human Resources, if needed regarding any employee quarantine or isolation situations.
- b. Serves on a rotation, with other members from Health Services, in responding to COVID-19 incidents and close contacts (includes results from surveillance testing) and

serve as a medical resource (also on a rotation) for the students in on campus isolation/quarantine.

- c. Oversee the College’s on and off campus quarantine and isolation procedures and support services (such as the College’s Care Manager program and communicating students to the Office of Student Conduct for the Restricted Access List).
- d. Ensures all remedial measures are taken to protect the health and safety of the campus following case investigation and contact tracing (such as reporting areas to be shut down and/or cleaned).
- e. Maintains appropriate documentation and keeps relevant statistics connected to isolation/quarantine, testing, contact tracing, COVID-19 incidents, and other data as requested. Provide a weekly report to the chairperson of the Pandemic Assessment Team and produce data for any federal/state and local compliance related reports required by and for the College.

Duration and Termination: this Agreement shall remain in effect for one (1) semester, from January 10, 2022 until May 31, 2022 at which time either the College or the AFT may petition the other to meet and discuss a proposed amendment or continuation of this Agreement. In addition, this agreement shall not set a precedent for any other agreement or negotiated compensation either locally or in the master agreement.

In WITNESS WHEREOF, the parties hereto have executed this Agreement on this 6th day of January, 2022.

FOR RAMAPO COLLEGE OF NEW JERSEY:

Virginia A. Galdieri
Assistant Vice President for Human Resources
& Director of Employee Relations

Date

FOR COUNCIL OF NEW JERSEY STATE COLLEGE LOCALS, LOCAL 2274

Martha Ecker, President of AFT Local 2274

Date