

## Keep each other healthy!

### *A vaccination incentive program for Rowan employees*

From the start of the COVID-19 pandemic, we have earned a reputation for leading the way during this difficult time and we have done so while providing a safe place to work, learn and receive clinical care. As a public university fortunate to have health care experts committed to Southern New Jersey, we will continue to work toward the state's goal of a 70% vaccination rate across all of Rowan University's campuses by introducing a creative vaccination incentive program for all of our employees.

Our goal is to provide a safe environment for our students and employees while still providing for personal choice. We continue to follow the New Jersey guidance specific to higher education. We are waiting for updates from the Office of the Secretary of Higher Education related to mask requirements for both vaccinated and unvaccinated employees. Testing programs will be discontinued for vaccinated employees but may continue as needed for unvaccinated employees.

We are also finalizing the Return to Work plans. A phased return will begin July 1 with a full return beginning August 23. Opportunities for flexible schedules and flexible work which were discussed as part of the University of the Future Initiative will be announced soon.

Governor Murphy has rescinded the requirement for employers to provide remote work, when possible, as a COVID accommodation. All COVID accommodations will end beginning July 1<sup>st</sup> or not later than August 23<sup>rd</sup> depending on your department's return to work plan.

Employees with a disability must submit a new American's with Disabilities Act accommodation form if they are unable to return to campus. Employees who currently have a COVID-related accommodation but wish to return to campus sooner may do so.

It's impossible to offer a one-size fits all incentive program for all 4,000+ Rowan employees, but we believe everyone will find these offers appealing. Employees who complete the vaccination form are eligible for these incentives based on their department or division.

1. **Four-day work week this summer:** Staff and managers affiliated with Glassboro, Camden and CMSRU may institute a four-day summer work week from Monday, June 21 through Friday, August 27. (SOM employees please see below) During that time, employees must work 35 hours each week (or regular hours) and can take off either a Friday or a Monday. No more than 50 percent of a department's staff may be off on the same day. Employees will be required to adjust their daily work schedules to complete their regular work week on a four-day schedule. Supervisors may allow employees to take a day other than Friday or Monday to ensure at least 50-percent staffing in their departments. Find a full description of the program at [rowan.edu/hr](http://rowan.edu/hr).
2. **Free parking:** SOM employees can take advantage of two months of free parking during June, July and August. A four-day work week is not available to SOM employees because of the staffing needs of the clinical practices, the earlier return to campus and the impending accreditation visit.
3. **Faculty incentives** will be considered prior to faculty return to campus. Faculty will be included in the weekly drawings once their vaccine form is approved.

4. **Additional staff incentives:** Employees working in departments that are unable to participate in the above incentives, such as certain Facilities staff, off-site SOM employees and others, will receive incentives that include special lunches and other department-wide incentives. We will work with the department leadership to find an incentive that is best for each department.
5. **Weekly prize drawings.** Additionally, across the University, any employee who is vaccinated will be eligible for a weekly drawing for prizes such as a television, laptop or iPad. Prizes will be offered in June, July and August. The sooner you are vaccinated, the more chances that you have to win!

#### **Employee Vaccination Incentive Program Eligibility**

Eligibility for the Employee Vaccination Incentive Program is open to employees who have completed at least their first dose of the Pfizer or Moderna vaccines. Employees will not be eligible to continue in the program if they do not complete their second vaccination doses. Every employee who received the one-shot Johnson & Johnson vaccine is eligible for the program.

Employees who choose not to be vaccinated will not be eligible for the incentive program.

**Requests to participate in the Employee Vaccine Incentive Program incentive must be submitted through the following form:**

<https://asaforms.rowan.edu/Forms/vaccineIncentive/index>

**Enrollment begins June 1<sup>st</sup> and will continue until August 6<sup>th</sup>.** To be eligible, the employees must complete the form and provide a scanned copy of their vaccination card. (portal is privacy protected) Employees vaccinated through the employee registration at SOM will not need to upload the copy of their card but will still need to submit the vaccination form.

As always, our faculty and staff are our most precious asset. Our University community has done remarkable, historic work to keep Rowan running and to keep our employees, students and neighbors safe in the past year. **Now that vaccines are widely available, encouraging everyone to be vaccinated is the next step in protecting our Rowan family--and everyone around us.**

I look forward to seeing a healthier, safer Rowan University as a result of our care for each other.

Sincerely,

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Terri Drye

Vice President/Chief Human Resource Officer