



**New Jersey Institute of Technology**

**VP Real Estate Development and Capital Operations**

**Date of Issue: 02/02/2017**

***Subject:*** FENSTER HALL PARKING GARAGE SPACE ASSIGNMENT POLICY

### **1.0 Purpose of the Policy**

The NJIT Fenster Hall Parking Garage Space Assignment Policy (“The Policy”) is a declaration of the University’s policy and procedure for assigning reserved parking spaces in the lower level of the Fenster Hall Parking Garage.

### **2.0 Communicating the Policy**

The Policy is communicated using the following methods of communication:

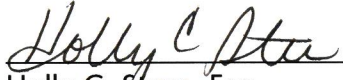
- Publish the policy on the Official Catalog of University Policies webpage

### **3.0 Fenster Hall Parking Garage Space Assignment Policy**

The parking garage located in the lower level of the parking structure below Fenster Hall will consist of assigned parking spaces for senior administration and faculty. Parking spaces in this facility shall be allocated in the following manner:


1. Assigned parking spaces shall continue to be provided to “grandpersoned” employees until such time as they are no longer employed by NJIT.
2. Assigned spaces shall be provided to the University President and his/her spouse; members of senior administration (all Vice Presidents; the Director of Policy and Partnerships, and the General Counsel); Deans of NJIT’s colleges and schools, and the Dean of Students.
3. Remaining available spaces, and such spaces as may become available in the future as a result of the vacating of currently assigned grandfathered spaces, will be assigned to individuals within non-aligned salary bands 4, 5, and 6 based on seniority in their position.
4. The Vice President for Human Resources shall maintain a complete file of all records in connection with this policy and determine eligibility.
5. The Vice President for Real Estate Development and Capital Operations shall be responsible for logistic, facility, and public safety issues arising from the implementation of this policy.
6. Review of this policy shall take place by August 15th of each year by the President and his/her senior staff, upon the recommendation of a Committee selected by the President from among members of the senior staff, which decision shall be final and binding.

**REVIEW:**


  
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Holly C. Stern, Esq. Date  
General Counsel  
Vice President for Legal Affairs

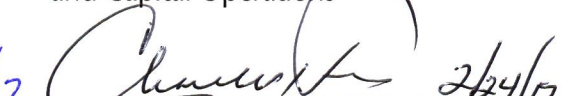
  
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Joel S. Bloom Date  
President


**APPROVAL:**

  
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Fadi P. Deek Date  
Provost and  
Senior Executive Vice President

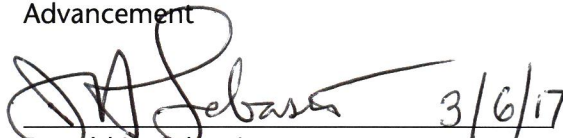
  
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Andrew P. Christ Date  
Vice President for Real Estate Development  
and Capital Operations

  
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Edward J. Bischof, Sr. Date  
Senior Vice President for Finance and  
Chief Financial Officer

  
\_\_\_\_\_  
Charles J. Fey Date  
Vice President for Academic Support  
and Student Affairs

  
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Charles R. Dees, Jr. Date  
Senior Vice President for University  
Advancement

  
\_\_\_\_\_  
Kay Turner, Esq. SPHR Date  
Vice President for Human Resources

  
\_\_\_\_\_  
Donald H. Sebastian Date  
Senior Vice President for  
Technology & Business Development  
President and CEO of NJII