

## Appendix 6.16: Leadership Forum Meeting Dates, Membership List, Attendance Lists and Agendas

### TABLE OF CONTENTS

*Please click on the links below to view specific Leadership Forum materials:*

2012-01-25 Leadership Forum Agenda  
2012-01-25 Leadership Forum Attendance  
2012-02-27 Leadership Forum Agenda  
2012-03-07 Leadership Forum Attendance  
2012-04-25 Leadership Forum Attendance  
2012-05-23 Leadership Forum Attendance  
2012-06-27 Leadership Forum Attendance  
2012-07-25 Leadership Forum Agenda  
2012-07-25 Leadership Forum Attendance  
2012-08-29 Leadership Forum Agenda  
2012-08-29 Leadership Forum Attendance  
2012-09-26 Leadership Forum Agenda  
2012-09-26 Leadership Forum Attendance  
2012-10-31 Leadership Forum Attendance  
2012-11-28 Leadership Forum Agenda  
2012-11-28 Leadership Forum Attendance  
2013-01-30 Leadership Forum Agenda  
2013-01-30 Leadership Forum Attendance  
2013-02-27 Leadership Forum Agenda  
2013-02-27 Leadership Forum Attendance  
2013-03-27 Leadership Council Agenda  
2013-03-27 Leadership Council Attendance  
2013-04-24 Leadership Council Agenda  
2013-04-24 Leadership Council Attendance  
2013-06-26 Leadership Council Agenda  
2013-06-26 Leadership Council Attendance  
2013-07-31 Leadership Council Agenda  
2013-07-31 Leadership Council Attendance  
2013-09-26 Leadership Council Agenda  
2013-09-26 Leadership Council Attendance  
2013-10-31 Leadership Council Agenda  
2013-10-31 Leadership Council Attendance  
2013-11-21 Leadership Council Agenda  
2013-11-21 Leadership Council Attendance

# Leadership Forum

Wednesday, January 25, 2012

930am

K-130

## I. Welcome

## II. Discussion Items:

### Kate Henderson

1. Textbooks and Instructor Manuals
2. Late receipt and administration of Sir II's.
3. Failure of departments to do peer reviews of all Fall adjunct Faculty
4. Failure of departments to do peer reviews of those on their 3 year cycle
5. Half Semester Faculty still not being properly compensated
6. Courses being offered for 45 contact hours for 1 student credit
7. Copy of Power Points given from all VP's and Deans at the last BOT retreat day. (Most especially personnel flow charts).
8. No notification to KUAFF of adjuncts who are quitting, or, having to leave for personal or medical reasons
9. Timing on Inquiries and Info requests – We are still missing information we asked the president for back in September. We cannot keep cc-ing the world on every inquiry.
10. Access to classrooms remains a real problem. 20 minutes out of a 50 minute class is lost regularly waiting to get access to a classroom.
11. Status update on fires set in women's lavatory in CAS and Willis, disrupting classes
12. What is the status of "Live25" which I trained on and was really excited about, not Kean Exchange
13. Expected date for issuance of adjunct contracts for Winter and Spring Semesters.
14. Confusion on the posting of course syllabi for students. Rather than have the posters name, which is the department secretary or aide, should not the faculty's name appear in its place.
15. Students from Weekend College have asked about when they have to spend their bonus kean dollars, does it carry through to the spring semester, or do they lose it at the end of the fall semester.
16. Campus Alert update. The last situation, allegedly students and faculty were never notified, and this comes from the students.
17. E- Notices to Faculty have become a child's game of "telephone" and misunderstandings are regularly happening.
18. Update on NCAA situation
19. Update or written draft of Upcoming Middle States Report due in March

## III. New Business

Leadership Forum Attendance  
 Kean Hall  
 930am AM, K-130  
 January 25, 2012

Name	Organization	E-Mail	RSVP
Suzanne Bousquet	Chair of UPC	<a href="mailto:sbousque@kean.edu">sbousque@kean.edu</a>	Y
James Castiglione	President of KFT	<a href="mailto:jcastigl@kean.edu">jcastigl@kean.edu</a> <a href="mailto:kft2187@rcn.com">kft2187@rcn.com</a>	
Audrey Kelly	Media and Publications	<a href="mailto:aukelly@kean.edu">aukelly@kean.edu</a>	Y
Phil Connelly	VP Administration & Finance	<a href="mailto:pconnell@kean.edu">pconnell@kean.edu</a>	Y
<b>Dawood Farahi</b>	<b>University President</b>	<a href="mailto:dfarahi@kean.edu">dfarahi@kean.edu</a>	
Carlos Gonzalez	Police Union	<a href="mailto:cgonzale@kean.edu">cgonzale@kean.edu</a>	
Kate Henderson	KUAFF Adjunct Union	<a href="mailto:kathleenh1@aol.com">kathleenh1@aol.com</a>	Y
Adetokundo Thompson	Student Org President	<a href="mailto:thompade@kean.edu">thompade@kean.edu</a>	
Vincent Kearney	Police Union	<a href="mailto:vkearney@kean.edu">vkearney@kean.edu</a>	
Barry Mascari	Senate Faculty President	<a href="mailto:jmascari@kean.edu">jmascari@kean.edu</a>	Y
Jeff Toney	VPAA	<a href="mailto:jetoney@kean.edu">jetoney@kean.edu</a>	Y
Janice Murray-Laury	VP Student Affairs	<a href="mailto:jmurray@kean.edu">jmurray@kean.edu</a>	Y
Steve Pinto	IFPTE President	<a href="mailto:spinto@kean.edu">spinto@kean.edu</a>	Y
Kristie Reilly	VP Research & Instructional Advancement	<a href="mailto:kreilly@kean.edu">kreilly@kean.edu</a>	N
Andrew Rettberg	CWA President	<a href="mailto:arettber@kean.edu">arettber@kean.edu</a>	Y
Joe Gasparro	CWA Vice President	<a href="mailto:jgasparr@kean.edu">jgasparr@kean.edu</a>	
Michael D'Ambrisi	GCPTC President	<a href="mailto:dambrism@kean.edu">dambrism@kean.edu</a>	
Daniela Catrocho	Assistant to VP Research	<a href="mailto:dcatroch@kean.edu">dcatroch@kean.edu</a>	N

# **Leadership Forum**

Wednesday, June 27, 2012

1030am

K-130

- I. Welcome**
- II. No agenda items submitted**
- III. New Business**

Leadership Forum Attendance  
 Kean Hall  
 1030 AM, K-130  
 March 7, 2012 (re-sch from 2/29)

Name	Organization	E-Mail	RSVP
Suzanne Bousquet	Chair of UPC	<a href="mailto:sbousque@kean.edu">sbousque@kean.edu</a>	
James Castiglione	President of KFT	<a href="mailto:jcastigl@kean.edu">jcastigl@kean.edu</a> <a href="mailto:kft2187@rcn.com">kft2187@rcn.com</a>	
Audrey Kelly	Media and Publications	<a href="mailto:aukelly@kean.edu">aukelly@kean.edu</a>	Y
Phil Connelly	VP Administration & Finance	<a href="mailto:pconnell@kean.edu">pconnell@kean.edu</a>	Y
<b>Dawood Farahi</b>	<b>University President</b>	<a href="mailto:dfarahi@kean.edu">dfarahi@kean.edu</a>	
Carlos Gonzalez	Police Union	<a href="mailto:cgonzale@kean.edu">cgonzale@kean.edu</a>	
Kate Henderson	KUAFF Adjunct Union	<a href="mailto:kathleenh1@aol.com">kathleenh1@aol.com</a>	
Adetokundo Thompson	Student Org President	<a href="mailto:thompade@kean.edu">thompade@kean.edu</a>	
Vincent Kearney	Police Union	<a href="mailto:vkearney@kean.edu">vkearney@kean.edu</a>	
Barry Mascari	Senate Faculty President	<a href="mailto:jmascari@kean.edu">jmascari@kean.edu</a>	Y
Jeff Toney	VPAA	<a href="mailto:jetoney@kean.edu">jetoney@kean.edu</a>	
Janice Murray-Laury	VP Student Affairs	<a href="mailto:jmurray@kean.edu">jmurray@kean.edu</a>	
Steve Pinto	IFPTE President	<a href="mailto:spinto@kean.edu">spinto@kean.edu</a>	
Kristie Reilly	VP Research & Instructional Advancement	<a href="mailto:kreilly@kean.edu">kreilly@kean.edu</a>	
Andrew Rettberg	CWA President	<a href="mailto:arettber@kean.edu">arettber@kean.edu</a>	
Joe Gasparro	CWA Vice President	<a href="mailto:jgasparr@kean.edu">jgasparr@kean.edu</a>	
Michael D'Ambrisi	GCPTC President	<a href="mailto:dambrism@kean.edu">dambrism@kean.edu</a>	
Daniela Catrocho	Assistant to VP Research	<a href="mailto:dcatroch@kean.edu">dcatroch@kean.edu</a>	

Leadership Forum Attendance  
 Kean Hall  
 1030 AM, K-130  
 April 25, 2012

Name	Organization	E-Mail	RSVP
Suzanne Bousquet	Chair of UPC	<a href="mailto:sbousque@kean.edu">sbousque@kean.edu</a>	Y
James Castiglione	President of KFT	<a href="mailto:jcastigl@kean.edu">jcastigl@kean.edu</a> <a href="mailto:kft2187@rcn.com">kft2187@rcn.com</a>	
Audrey Kelly	Media and Publications	<a href="mailto:aukelly@kean.edu">aukelly@kean.edu</a>	Y
Phil Connelly	VP Administration & Finance	<a href="mailto:pconnell@kean.edu">pconnell@kean.edu</a>	Y
<b>Dawood Farahi</b>	<b>University President</b>	<a href="mailto:dfarahi@kean.edu">dfarahi@kean.edu</a>	
Carlos Gonzalez	Police Union	<a href="mailto:cgonzale@kean.edu">cgonzale@kean.edu</a>	
Kate Henderson	KUAFF Adjunct Union	<a href="mailto:kathleenh1@aol.com">kathleenh1@aol.com</a>	Y
Adetokundo Thompson	Student Org President	<a href="mailto:thompade@kean.edu">thompade@kean.edu</a>	
Vincent Kearney	Police Union	<a href="mailto:vkearney@kean.edu">vkearney@kean.edu</a>	
Barry Mascari	Senate Faculty President	<a href="mailto:jmascari@kean.edu">jmascari@kean.edu</a>	Y
Jeff Toney	VPAA	<a href="mailto:jetoney@kean.edu">jetoney@kean.edu</a>	Y
Janice Murray-Laury	VP Student Affairs	<a href="mailto:jmurray@kean.edu">jmurray@kean.edu</a>	Y
Steve Pinto	IFPTE President	<a href="mailto:spinto@kean.edu">spinto@kean.edu</a>	Y
Kristie Reilly	VP Research & Instructional Advancement	<a href="mailto:kreilly@kean.edu">kreilly@kean.edu</a>	
Andrew Rettberg	CWA President	<a href="mailto:arettber@kean.edu">arettber@kean.edu</a>	
Joe Gasparro	CWA Vice President	<a href="mailto:jgasparr@kean.edu">jgasparr@kean.edu</a>	Y
Michael D'Ambrisi	GCPTC President	<a href="mailto:dambrism@kean.edu">dambrism@kean.edu</a>	
Daniela Catrocho	Assistant to VP Research	<a href="mailto:dcatroch@kean.edu">dcatroch@kean.edu</a>	

Leadership Forum Attendance  
 Kean Hall  
 1030 AM, K-130  
 May 23, 2012(cancelled not enough response)

Name	Organization	E-Mail	RSVP
Suzanne Bousquet	Chair of UPC	<a href="mailto:sbousque@kean.edu">sbousque@kean.edu</a>	Y
James Castiglione	President of KFT	<a href="mailto:jcastigl@kean.edu">jcastigl@kean.edu</a> <a href="mailto:kft2187@rcn.com">kft2187@rcn.com</a>	
Audrey Kelly	Media and Publications	<a href="mailto:aukelly@kean.edu">aukelly@kean.edu</a>	Y
Phil Connelly	VP Administration & Finance	<a href="mailto:pconnell@kean.edu">pconnell@kean.edu</a>	Y
<b>Dawood Farahi</b>	<b>University President</b>	<a href="mailto:dfarahi@kean.edu">dfarahi@kean.edu</a>	
Carlos Gonzalez	Police Union	<a href="mailto:cgonzale@kean.edu">cgonzale@kean.edu</a>	
Kate Henderson	KUAFF Adjunct Union	<a href="mailto:kathleenh1@aol.com">kathleenh1@aol.com</a>	Y
Robert Lerner	Student Org President	<a href="mailto:lernrobe@kean.edu">lernrobe@kean.edu</a>	
Adetokundo Thompson	Student Org President	<a href="mailto:thompade@kean.edu">thompade@kean.edu</a>	
Vincent Kearney	Police Union	<a href="mailto:vkearney@kean.edu">vkearney@kean.edu</a>	
Barry Mascari	Senate Faculty President	<a href="mailto:jmascari@kean.edu">jmascari@kean.edu</a>	
Jeff Toney	VPAA	<a href="mailto:jetoney@kean.edu">jetoney@kean.edu</a>	
Janice Murray-Laury	VP Student Affairs	<a href="mailto:jmurray@kean.edu">jmurray@kean.edu</a>	N
Steve Pinto	IFPTE President	<a href="mailto:spinto@kean.edu">spinto@kean.edu</a>	Y
Kristie Reilly	VP Research & Instructional Advancement	<a href="mailto:kreilly@kean.edu">kreilly@kean.edu</a>	
Andrew Rettberg	CWA President	<a href="mailto:arettber@kean.edu">arettber@kean.edu</a>	
Joe Gasparro	CWA Vice President	<a href="mailto:jgasparr@kean.edu">jgasparr@kean.edu</a>	Y
Michael D'Ambrisi	GCPTC President	<a href="mailto:dambrism@kean.edu">dambrism@kean.edu</a>	
Daniela Catrocho	Assistant to VP Research	<a href="mailto:dcatroch@kean.edu">dcatroch@kean.edu</a>	

Leadership Forum Attendance  
 Kean Hall  
 1030 AM, K-130  
 June 27, 2012

Name	Organization	E-Mail	RSVP
Suzanne Bousquet	Chair of UPC	<a href="mailto:sbousque@kean.edu">sbousque@kean.edu</a>	Y
James Castiglione	President of KFT	<a href="mailto:jcastigl@kean.edu">jcastigl@kean.edu</a> <a href="mailto:kft2187@rcn.com">kft2187@rcn.com</a>	N
Audrey Kelly	Media and Publications	<a href="mailto:aukelly@kean.edu">aukelly@kean.edu</a>	Y
Phil Connelly	VP Administration & Finance	<a href="mailto:pconnell@kean.edu">pconnell@kean.edu</a>	N
<b>Dawood Farahi</b>	<b>University President</b>	<a href="mailto:dfarahi@kean.edu">dfarahi@kean.edu</a>	
Carlos Gonzalez	Police Union	<a href="mailto:cgonzale@kean.edu">cgonzale@kean.edu</a>	
Kate Henderson	KUAFF Adjunct Union	<a href="mailto:kathleenh1@aol.com">kathleenh1@aol.com</a>	Y
Robert Lerner	Student Org President	<a href="mailto:lernrobe@kean.edu">lernrobe@kean.edu</a>	
Vincent Kearney	Police Union	<a href="mailto:vkearney@kean.edu">vkearney@kean.edu</a>	
Barry Mascari	Senate Faculty President	<a href="mailto:jmascari@kean.edu">jmascari@kean.edu</a>	
Jeff Toney	VPAA	<a href="mailto:jetoney@kean.edu">jetoney@kean.edu</a>	N
Janice Murray-Laury	VP Student Affairs	<a href="mailto:jmurray@kean.edu">jmurray@kean.edu</a>	Y
Steve Pinto	IFPTE President	<a href="mailto:spinto@kean.edu">spinto@kean.edu</a>	Y
Kristie Reilly	VP Research & Instructional Advancement	<a href="mailto:kreilly@kean.edu">kreilly@kean.edu</a>	
Andrew Rettberg	CWA President	<a href="mailto:arettber@kean.edu">arettber@kean.edu</a>	
Joe Gasparro	CWA Vice President	<a href="mailto:jgasparr@kean.edu">jgasparr@kean.edu</a>	Y
Michael D'Ambrisi	GCPTC President	<a href="mailto:dambrism@kean.edu">dambrism@kean.edu</a>	
Daniela Catrocho	Assistant to VP Research	<a href="mailto:dcatroch@kean.edu">dcatroch@kean.edu</a>	



# Leadership Forum

Wednesday, July 25, 2012

1030am

K-130

- I. Welcome
- II. Alyce Franklin Owens:
  - a. 2012-2013 budget briefing
- III. James Castiglione:
  - a. Productive local negotiations
  - b. Presidential Scholars Challenge Grant Program
  - c. Assessment Coordinator duties & compensation
  - d. SIR II policies
  - e. Lecturers
  - f. China Campus
    - i. Faculty hiring process
    - ii. Academic program approval & details
- IV. New Business

Leadership Forum Attendance  
 Kean Hall  
 1030 AM, K-130  
 July 25, 2012

Name	Organization	E-Mail	RSVP
Suzanne Bousquet	Chair of UPC	<a href="mailto:sbousque@kean.edu">sbousque@kean.edu</a>	Y
James Castiglione	President of KFT	<a href="mailto:jcastigl@kean.edu">jcastigl@kean.edu</a> <a href="mailto:kft2187@rcn.com">kft2187@rcn.com</a>	Y
Audrey Kelly	Media and Publications	<a href="mailto:aukelly@kean.edu">aukelly@kean.edu</a>	Y
Phil Connelly	VP Administration & Finance	<a href="mailto:pconnell@kean.edu">pconnell@kean.edu</a>	Y
<b>Dawood Farahi</b>	<b>University President</b>	<a href="mailto:dfarahi@kean.edu">dfarahi@kean.edu</a>	
Felice Vazquez	Counsel	<a href="mailto:fvazquez@kean.edu">fvazquez@kean.edu</a>	Y
Adam Shubsda	Police Union	<a href="mailto:ashubsda@kean.edu">ashubsda@kean.edu</a>	Y**
Kate Henderson	KUAFF Adjunct Union	<a href="mailto:kathleenh1@aol.com">kathleenh1@aol.com</a>	N
Robert Lerner	Student Org President	<a href="mailto:lernrobe@kean.edu">lernrobe@kean.edu</a>	Y**
Pat Ippolito	Senate Faculty President	<a href="mailto:pippolit@kean.edu">pippolit@kean.edu</a>	Y
Jeff Toney	VPAA	<a href="mailto:jetoney@kean.edu">jetoney@kean.edu</a>	Y
Janice Murray-Laury	VP Student Affairs	<a href="mailto:jmurray@kean.edu">jmurray@kean.edu</a>	Y
Steve Pinto	IFPTE President	<a href="mailto:spinto@kean.edu">spinto@kean.edu</a>	Y
Kristie Reilly	VP Research & Instructional Advancement	<a href="mailto:kreilly@kean.edu">kreilly@kean.edu</a>	
Andrew Rettberg	CWA President	<a href="mailto:arettber@kean.edu">arettber@kean.edu</a>	
Joe Gasparro	CWA Vice President	<a href="mailto:jgasparr@kean.edu">jgasparr@kean.edu</a>	Y
Ruth Ma	GCPTC President	<a href="mailto:Rubix512@yahoo.com">Rubix512@yahoo.com</a>	Y**

\*\*Adam not available, sending Lt. Lopez, Sgt. Kearney and Officer Coll

\*\*Robert Lerner not available, sending Walter Diones, Treasurer

\*\*Ruth Ma not available, sending Lester Bosea Council Member for GPSC

# Leadership Forum

Wednesday, August 29, 2012

9am

K-130

- I. Welcome
- II. Phil Connelly
  - a. Clarification on the Leadership Forum
- III. Kate Henderson
  - a. Accreditation Update
  - b. Risk Management Issue
  - c. Health Issue
  - d. Construction update on 2012-2013 projects
  - e. Technology
  - f. Academics:
    - i. Update on KeanWenzhou
    - ii. VPAA implement policy's
    - iii. Request to utilize Mid Term Grading in KeanWise
  - g. Campus Safety
  - h. Course descriptions in Undergraduate Catalog – updates
  - i. Update on Fall Weekend College discounts for upcoming academic year
  - j. Administrative Issues
- IV. Steve Pinto
  - a. Concern of I.F.P.T.E
    - i. Outsourcing of work to outside contractors
    - ii. Work that could be performed by in house staff
- V. New Business

Leadership Forum Attendance  
 Kean Hall  
 9am, K-130  
 August 29, 2012

Name	Organization	E-Mail	RSVP
Suzanne Bousquet	Chair of UPC	<a href="mailto:sbousque@kean.edu">sbousque@kean.edu</a>	Y
James Castiglione	President of KFT	<a href="mailto:jcastigl@kean.edu">jcastigl@kean.edu</a> <a href="mailto:kft2187@rcn.com">kft2187@rcn.com</a>	Y
Audrey Kelly	Media and Publications	<a href="mailto:aukelly@kean.edu">aukelly@kean.edu</a>	Y
Phil Connelly	VP Administration & Finance	<a href="mailto:pconnell@kean.edu">pconnell@kean.edu</a>	Y
<b>Dawood Farahi</b>	<b>University President</b>	<a href="mailto:dfarahi@kean.edu">dfarahi@kean.edu</a>	
Felice Vazquez	Counsel	<a href="mailto:fvazquez@kean.edu">fvazquez@kean.edu</a>	Y
Adam Shubsda	Police Union	<a href="mailto:ashubsda@kean.edu">ashubsda@kean.edu</a>	
Kate Henderson	KUAFF Adjunct Union	<a href="mailto:kathleenh1@aol.com">kathleenh1@aol.com</a>	Y
Robert Lerner	Student Org President	<a href="mailto:lernrobe@kean.edu">lernrobe@kean.edu</a>	N
Pat Ippolito	Senate Faculty President	<a href="mailto:pippolit@kean.edu">pippolit@kean.edu</a>	Y
Jeff Toney	VPAA	<a href="mailto:jetoney@kean.edu">jetoney@kean.edu</a>	Y
Janice Murray-Laury	VP Student Affairs	<a href="mailto:jmurray@kean.edu">jmurray@kean.edu</a>	N
Steve Pinto	IFPTE President	<a href="mailto:spinto@kean.edu">spinto@kean.edu</a>	Y
Kristie Reilly	VP Research & Instructional Advancement	<a href="mailto:kreilly@kean.edu">kreilly@kean.edu</a>	N
Andrew Rettberg	CWA President	<a href="mailto:arettber@kean.edu">arettber@kean.edu</a>	N
Joe Gasparro	CWA Vice President	<a href="mailto:jgasparr@kean.edu">jgasparr@kean.edu</a>	Y
Ruth Ma	GCPTC President	<a href="mailto:Rubix512@yahoo.com">Rubix512@yahoo.com</a>	Y**

\*\* ,Lester Bosea GPSC counil representative

# Leadership Forum

Wednesday, September 26, 2012

930am

K-130

## I. Welcome

## II. Phil Connelly

### a. Clarification on the Leadership Forum

### b.

- i. In general the Forum is not the venue for problem resolution; though representatives may receive guidance concerning the appropriate venue for issues to be addressed with the University structure.
- ii. The Leadership forum is, essentially, a collaborative, information sharing, advisory board that represents various administrative, academic and collective bargaining unit constituencies throughout the university. The Forum provides the context for the free exchange of ideas and concerns through mutual respect ultimately enabling all represented parties to work collaboratively towards the fulfillment of the University mission.
- iii. Among the Visiting Team's recommendations is the following: "Kean's president, board members, administrative and faculty leaders spoke eloquently about the students of Kean and the importance of institutional transformation in sustaining mission. The team recommends that the leaders of each constituency and among constituencies should find ways to articulate the shared vision about mission more frequently and broadly across the institution."

## III. New Business

Leadership Forum Attendance  
 Kean Hall  
 930am, K-130  
 September 26, 2012

Name	Organization	E-Mail	RSVP
Suzanne Bousquet	Chair of UPC	<a href="mailto:sbousque@kean.edu">sbousque@kean.edu</a>	Y
James Castiglione	President of KFT	<a href="mailto:jcastigl@kean.edu">jcastigl@kean.edu</a> <a href="mailto:kft2187@rcn.com">kft2187@rcn.com</a>	Y
Audrey Kelly	Media and Publications	<a href="mailto:aukelly@kean.edu">aukelly@kean.edu</a>	Y
Phil Connelly	VP Administration & Finance	<a href="mailto:pconnell@kean.edu">pconnell@kean.edu</a>	Y
<b>Dawood Farahi</b>	<b>University President</b>	<a href="mailto:dfarahi@kean.edu">dfarahi@kean.edu</a>	
Felice Vazquez	Counsel	<a href="mailto:fvazquez@kean.edu">fvazquez@kean.edu</a>	Y
Adam Shubsda	Police Union	<a href="mailto:ashubsda@kean.edu">ashubsda@kean.edu</a>	Y
Kate Henderson	KUAFF Adjunct Union	<a href="mailto:kathleenh1@aol.com">kathleenh1@aol.com</a>	Y
Robert Lerner	Student Org President	<a href="mailto:lernrobe@kean.edu">lernrobe@kean.edu</a>	
Pat Ippolito	Senate Faculty President	<a href="mailto:pippolit@kean.edu">pippolit@kean.edu</a>	Y
Jeff Toney	VPAA	<a href="mailto:jetoney@kean.edu">jetoney@kean.edu</a>	Y
Janice Murray-Laury	VP Student Affairs	<a href="mailto:jmurray@kean.edu">jmurray@kean.edu</a>	Y
Steve Pinto	IFPTE President	<a href="mailto:spinto@kean.edu">spinto@kean.edu</a>	Y
Diane Schwartz	Atrium VP Research & Instructional Advancement	<a href="mailto:dschwart@kean.edu">dschwart@kean.edu</a>	N
Andrew Rettberg	CWA President	<a href="mailto:arettber@kean.edu">arettber@kean.edu</a>	
Joe Gasparro	CWA Vice President	<a href="mailto:jgasparr@kean.edu">jgasparr@kean.edu</a>	Y
Ruth Ma	GCPTC President	<a href="mailto:Rubix512@yahoo.com">Rubix512@yahoo.com</a>	

Leadership Forum Attendance  
 Kean Hall  
 930am, K-130  
 October 31, 2012

Name	Organization	E-Mail	RSVP
Suzanne Bousquet	Chair of UPC	<a href="mailto:sbousque@kean.edu">sbousque@kean.edu</a>	
James Castiglione	President of KFT	<a href="mailto:jcastigl@kean.edu">jcastigl@kean.edu</a> <a href="mailto:kft2187@rcn.com">kft2187@rcn.com</a>	
Audrey Kelly	Media and Publications	<a href="mailto:aukelly@kean.edu">aukelly@kean.edu</a>	
Phil Connelly	VP Administration & Finance	<a href="mailto:pconnell@kean.edu">pconnell@kean.edu</a>	
<b>Dawood Farahi</b>	<b>University President</b>	<a href="mailto:dfarahi@kean.edu">dfarahi@kean.edu</a>	
Felice Vazquez	Counsel	<a href="mailto:fvazquez@kean.edu">fvazquez@kean.edu</a>	
Adam Shubsda	Police Union	<a href="mailto:ashubsda@kean.edu">ashubsda@kean.edu</a>	
Kate Henderson	KUAFF Adjunct Union	<a href="mailto:kathleenh1@aol.com">kathleenh1@aol.com</a>	
Robert Lerner	Student Org President	<a href="mailto:lernrobe@kean.edu">lernrobe@kean.edu</a>	
Pat Ippolito	Senate Faculty President	<a href="mailto:pippolit@kean.edu">pippolit@kean.edu</a>	
Jeff Toney	VPAA	<a href="mailto:jetoney@kean.edu">jetoney@kean.edu</a>	
Janice Murray-Laury	VP Student Affairs	<a href="mailto:jmurray@kean.edu">jmurray@kean.edu</a>	
Steve Pinto	IFPTE President	<a href="mailto:spinto@kean.edu">spinto@kean.edu</a>	
Diane Schwartz	Atrium VP Research & Instructional Advancement	<a href="mailto:dschwart@kean.edu">dschwart@kean.edu</a>	
Andrew Rettberg	CWA President	<a href="mailto:arettber@kean.edu">arettber@kean.edu</a>	
Joe Gasparro	CWA Vice President	<a href="mailto:jgasparr@kean.edu">jgasparr@kean.edu</a>	
Ruth Ma	GCPTC President	<a href="mailto:Rubix512@yahoo.com">Rubix512@yahoo.com</a>	
Mario Fernandez	Alternate Student Trustee	<a href="mailto:femario@kean.edu">femario@kean.edu</a>	

# Leadership Forum

Wednesday, November 28, 2012

930am

K-130

## I. Welcome

## II. Felice Vazquez:

1. Brief explanation/reminder of this call for proposals
2. Reminder of the Dean search committee- meet the candidates meetings and brief description (basically what's in the University relations email)
3. Recognition of both teacher of the year and nurse of the year – Kean alums;
4. Report on our assistance related to our Ocean community?
5. Also- I believe on Jan. 17<sup>th</sup> we are having a professional development workshop on faculty advisement with someone named Charlie Nutt?
6. New recruitment video

## III. Kate Henderson:

1. Update on what happened during Sandy on all Kean campuses.
2. How will lost class time impact Kean
3. How did Kean deal with Overseas and out of State Students? Lots of rumors about them were being told to hang out at the mall.
4. Deal's being cut by Chairs and ED's with adjuncts for work not approved by the union.
5. Payroll Portal - Kudos to Kate Garra and Payroll Dept for going green
6. Job descriptions for two new Assoc. VPAA's. Who does what, so people know who to go to for what?
7. Concert Artist Fall Jazz Concert Event Announcement
8. Required Adjunct meetings being held by departments without union notice or VPAF (Labor Negotiator for Kean) approval
9. Date contracts can be expected to be distributed to Adjuncts for spring 2013 Semester
10. Umpteenth request for public notice to be posted in the Administrative news (University Relations updates) about new hiring of administration, staff, etc..listing their new positions and locations, any promotions from within, etc....
11. Request for a faculty, staff, employee discount for Campus Meals.
12. Status on Atomic Learning certificate program for entire campus (Student and Faculty) for free. I have the stats of how many have thus far used it at Kean, and updated access instructions.

## IV. New Business



Leadership Forum Attendance  
 Kean Hall  
 930am, K-130  
 November 28, 2012

Name	Organization	E-Mail	RSVP
Suzanne Bousquet	Chair of UPC	<a href="mailto:sbousque@kean.edu">sbousque@kean.edu</a>	N
James Castiglione	President of KFT	<a href="mailto:jcastigl@kean.edu">jcastigl@kean.edu</a> <a href="mailto:kft2187@rcn.com">kft2187@rcn.com</a>	
Audrey Kelly	Media and Publications	<a href="mailto:aukelly@kean.edu">aukelly@kean.edu</a>	Y
Phil Connelly	VP Administration & Finance	<a href="mailto:pconnell@kean.edu">pconnell@kean.edu</a>	Y
Felice Vazquez	Counsel	<a href="mailto:fvazquez@kean.edu">fvazquez@kean.edu</a>	Y
Adam Shubsda	Police Union	<a href="mailto:ashubsda@kean.edu">ashubsda@kean.edu</a>	
Kate Henderson	KUAFF Adjunct Union	<a href="mailto:kathleenh1@aol.com">kathleenh1@aol.com</a>	Y
Robert Lerner	Student Org President	<a href="mailto:lernrobe@kean.edu">lernrobe@kean.edu</a>	N
Pat Ippolito	Senate Faculty President	<a href="mailto:pippolit@kean.edu">pippolit@kean.edu</a>	
Jeff Toney	VPAA	<a href="mailto:jetoney@kean.edu">jetoney@kean.edu</a>	
Janice Murray-Laury	VP Student Affairs	<a href="mailto:jmurray@kean.edu">jmurray@kean.edu</a>	
Steve Pinto	IFPTE President	<a href="mailto:spinto@kean.edu">spinto@kean.edu</a>	Y
Diane Schwartz	Iterim VP Research & Instructional Advancement	<a href="mailto:dschwart@kean.edu">dschwart@kean.edu</a>	Y
Andrew Rettberg	CWA President	<a href="mailto:arettber@kean.edu">arettber@kean.edu</a>	
Joe Gasparro	CWA Vice President	<a href="mailto:jgasparr@kean.edu">jgasparr@kean.edu</a>	Y
Ruth Ma	GCPTC President	<a href="mailto:Rubix512@yahoo.com">Rubix512@yahoo.com</a>	
Mario Fernandez	Alternate Student Trustee	<a href="mailto:femario@kean.edu">femario@kean.edu</a>	

Mr. Richard Trabert- BOT member attending  
 Ruth Ma sending Kris Engel in her place

# Leadership Forum

Wednesday, January 30, 2013

930am

K-130

## I. Welcome

## II. Discussion Items:

### **Steve Barandica**

1. Involvement Center

### **Robert Lerner**

1. Technology in the classroom
2. Student Accessibility to laptops

### **Audrey Kelly**

1. Geoffrey Canada, Tues., March 5
2. Human Rights Conference #ENOUGH! , Fri., March 8

### **Jeff Toney**

1. Course scheduling
2. Professional development workshops

### **Steve Pinto**

1. Payroll portal (off campus access)

### **Kate Henderson - KUAFF (AFT Local 6024) Issues:**

1. Payroll Portal for Access off Campus
2. \$10.00 fee to use MS Office 2010 Downloaded off the OCIS Website
3. Missing Signed MOA's
4. Contracts for spring 2013 Semester, where are they?
5. Class Caps
6. Student Overloads
7. Moody's Rating Drop for Kean & Foundation
8. Keys & Codes
9. Reversal of 6 credit limits with no exceptions which were imposed by VPAA per statements and said to be reversed in conversation made by Kean to OER
10. Calendar & Contracts
11. "Promissory Estoppel" Issues

12. Explanation as to the 6 credit limit (no exception) fiasco:

1<sup>st</sup> excuse: MOA dating back to 2003 allegedly limiting adjuncts? (wrong)

2<sup>nd</sup> excuse: The Adjunct Contract states adjuncts cannot teach more than 6 credits per semester? (Wrong)

3<sup>rd</sup> excuse: Adjuncts teaching 9 credits per semester would be problematic for Kean when it comes to Obama's ACA, (Wrong It deals with anyone teaching more than 30 hours per week. Even if we factored in the Carnegie hours onto the credit hours that would only come to 27 hours per week for three – 3credit courses. Still under the 30 hour ceiling

4<sup>th</sup> excuse: Low Enrollment requiring mass cancellations on Jan. 4<sup>th</sup> (Wrong) why were many of them restored and outside adjuncts hired in place of those who were originally assigned to the courses.

5<sup>th</sup> excuse: Dean's no longer make decisions concerning their respective College's. Now the VPAA makes all class assignment decisions?

6<sup>th</sup> excuse: Kean cannot pay its employees, not even the adjuncts?

13. Chairs and Depts. cutting deals with adjuncts without clearing it with Union and PC as Chief Labor Negotiator

14. Request for a separate "Labor Leadership Forum" to deal strictly with Union matters, which was the original membership when the "Leadership Forum" was first started under President Esposito's leadership. The current Leadership Forum has morphed into a mini-UPC, with most of all the same members.

15. Security and Lockdown Issues

16. Communication about what is going on, instead of us having to read about Kean in the newspapers.

17. Kean-Ocean and Kean China

18. Bb 9.1 training and required migration from Bb 8.0 ending in the spring.

19. Are there any other Kean faculty teaching Synchronous (live-online) classes besides me? Or, are they strictly doing, Bb assignments, self directed assignments via email, and Asynchronous learning?

### **James Castiglione**

1. Overload policy and rationale
2. SIR II policy
3. Final list of SP 2013 course cancellations
4. University closing policy

## **III. New Business**

Leadership Forum Attendance  
 Kean Hall  
 930am, K-130  
 January 30, 2013

Name	Organization	E-Mail	RSVP
Suzanne Bousquet	Chair of UPC	<a href="mailto:sbousque@kean.edu">sbousque@kean.edu</a>	Y
James Castiglione	President of KFT	<a href="mailto:jcastigl@kean.edu">jcastigl@kean.edu</a> <a href="mailto:kft2187@rcn.com">kft2187@rcn.com</a>	Y
Audrey Kelly	Media and Publications	<a href="mailto:aukelly@kean.edu">aukelly@kean.edu</a>	Y
Phil Connelly	VP Administration & Finance	<a href="mailto:pconnell@kean.edu">pconnell@kean.edu</a>	Y
Felice Vazquez	Counsel	<a href="mailto:fvazquez@kean.edu">fvazquez@kean.edu</a>	Y
Adam Shubsda	Police Union	<a href="mailto:ashubsda@kean.edu">ashubsda@kean.edu</a>	N
Kate Henderson	KUAFF Adjunct Union	<a href="mailto:kathleenh1@aol.com">kathleenh1@aol.com</a>	Y
Robert Lerner	Student Org President	<a href="mailto:lernrobe@kean.edu">lernrobe@kean.edu</a>	Y
Pat Ippolito	Senate Faculty President	<a href="mailto:pippolit@kean.edu">pippolit@kean.edu</a>	Y
Jeff Toney	VPAA	<a href="mailto:jetoney@kean.edu">jetoney@kean.edu</a>	Y
Janice Murray-Laury	VP Student Affairs	<a href="mailto:jmurray@kean.edu">jmurray@kean.edu</a>	Y
Steve Pinto	IFPTE President	<a href="mailto:spinto@kean.edu">spinto@kean.edu</a>	Y
Diane Schwartz	Iterim VP Research & Instructional Advancement	<a href="mailto:dschwart@kean.edu">dschwart@kean.edu</a>	Y
Andrew Rettberg	CWA President	<a href="mailto:arettber@kean.edu">arettber@kean.edu</a>	Y
Joe Gasparro	CWA Vice President	<a href="mailto:jgasparr@kean.edu">jgasparr@kean.edu</a>	N
Ruth Ma **	GCPTC President	<a href="mailto:Rubix512@yahoo.com">Rubix512@yahoo.com</a>	Y
Steven Barandica	Student Trustee	<a href="mailto:barandis@kean.edu">barandis@kean.edu</a>	Y
Mario Fernandez	Alternate Student Trustee	<a href="mailto:femario@kean.edu">femario@kean.edu</a>	Y

**\*\*Kris Engel, GPSC Treasurer, will be attending on behalf of Ruth Ma for the semester**

# Leadership Forum

Wednesday, February 27, 2013

930am

K-130

## I. Welcome

## II. Discussion Items:

### **Phil Connelly**

1. In general the Forum is not the venue for problem resolution; though representatives may receive guidance concerning the appropriate venue for issues to be addressed within the university Structure.  
The Leadership forum is, essentially, a collaborative, information sharing, advisory board that represents various administrative, academic and collective bargaining unit constituencies throughout the university. The Forum provides the context for the free exchange of ideas and concerns through mutual respect ultimately enabling all represented parties to work collaboratively towards the fulfillment of the University mission.

### **Janice Murray-Laury**

1. Upcoming Events

### **James Castiglione**

1. Large lecture class changes
2. List of 40 faculty positions and types for Fall 2013
3. Final list of SP 2013 course cancellations
4. SIR II policy
5. Overload policy and rationale

### **Ruth Ma**

1. Blackboard issues

## III. New Business

Leadership Forum Attendance  
 Kean Hall  
 930am, K-130  
 February 27, 2013

Name	Organization	E-Mail	RSVP
Suzanne Bousquet	Chair of UPC	<a href="mailto:sbousque@kean.edu">sbousque@kean.edu</a>	N
James Castiglione	President of KFT	<a href="mailto:jcastigl@kean.edu">jcastigl@kean.edu</a> <a href="mailto:kft2187@rcn.com">kft2187@rcn.com</a>	Y
Audrey Kelly	Media and Publications	<a href="mailto:aukelly@kean.edu">aukelly@kean.edu</a>	Y
Phil Connelly	VP Administration & Finance	<a href="mailto:pconnell@kean.edu">pconnell@kean.edu</a>	Y
Felice Vazquez	Counsel	<a href="mailto:fvazquez@kean.edu">fvazquez@kean.edu</a>	Y
Adam Shubsda	Police Union	<a href="mailto:ashubsda@kean.edu">ashubsda@kean.edu</a>	N
Kate Henderson	KUAFF Adjunct Union	<a href="mailto:kathleenh1@aol.com">kathleenh1@aol.com</a>	Y
Robert Lerner	Student Org President	<a href="mailto:lernrobe@kean.edu">lernrobe@kean.edu</a>	Y
Pat Ippolito	Senate Faculty President	<a href="mailto:pippolit@kean.edu">pippolit@kean.edu</a>	Y
Jeff Toney	VPAA	<a href="mailto:jetoney@kean.edu">jetoney@kean.edu</a>	Y
Janice Murray-Laury	VP Student Affairs	<a href="mailto:jmurray@kean.edu">jmurray@kean.edu</a>	Y
Steve Pinto	IFPTE President	<a href="mailto:spinto@kean.edu">spinto@kean.edu</a>	Y
Diane Schwartz	Interim VP Research & Instructional Advancement	<a href="mailto:dschwart@kean.edu">dschwart@kean.edu</a>	Y
Andrew Rettberg	CWA President	<a href="mailto:arettber@kean.edu">arettber@kean.edu</a>	N
Joe Gasparro	CWA Vice President	<a href="mailto:jgasparr@kean.edu">jgasparr@kean.edu</a>	Y
Ruth Ma **	GCPTC President	<a href="mailto:Rubix512@yahoo.com">Rubix512@yahoo.com</a>	Y
Steven Barandica	Student Trustee	<a href="mailto:barandis@kean.edu">barandis@kean.edu</a>	Y
Mario Fernandez	Alternate Student Trustee	<a href="mailto:femario@kean.edu">femario@kean.edu</a>	N

**\*\*Kris Engel, GPSC Treasurer, will be attending on behalf of Ruth Ma for the semester –not attending this date**

# Leadership Council

Wednesday, March 27, 2013  
930am  
K-130

## I. Welcome

1. The Leadership Council is, essentially, a collaborative, information sharing, advisory board that represents various administrative, academic and collective bargaining unit constituencies throughout the university. The Council provides the context for the free exchange of ideas and concerns through mutual respect ultimately enabling all represented parties to work collaboratively towards the fulfillment of the University mission.

## II. Discussion Items:

### Janice Murray-Laury

1. Upcoming Events

### Ruth Ma

1. Gym issues and East Campus plasma screens

### James Castiglione

1. Professional Staff Performance-Based promotions
2. Summer teaching assignments policy for full-time faculty and staff
3. Re-establishing the Career Development Committee
4. SIR II student evaluations - consulting with ETS

### Kate Henderson

1. **Calendar:** Why was the KUAFF left out of any and all discussion or consultation over the calendar when student groups were included on the scheduling committee?  
What is the calendar which has been decided on and when was it finalized?
2. **Campus WI-FI:** Students in Dorms are still complaining they are not getting reliable Wi-Fi  
Wi-Fi Strength in the Library continues to be intermittent and weak.
3. **Fall 2013 Re-registration:** Why were only resident faculty and the University President listed with their names and corresponding Course offerings in the Course Fall Catalog, but, no other faculty names.  
Students want to know who they are taking their classes from.
4. **Workload:** The Administration indicated to OER that the Kean administration was restoring things back to the way they were back in the Fall 2012 Semester, however, adjunct faculty remain being told they cannot teach more than 6 credits by their chairpersons and ED's. Where is this guideline in writing, and was the union ever apprised?  
Can the University place a hiring freeze on the hiring of any new adjunct faculty being hired, until all currently employed adjuncts have had the opportunity to accept assignments before outsourcing?

5. **University Guidelines, Practices, Policies and Procedures:** Since as the VPAF told us last meeting, that only BOT's can make Policies. Where can all the University Guidelines, Practices, Policies and Procedures are found? It appears documents are being created on demand rather than after discussion and being processed through the shared governance procedure and propoerted to be a guideline, practice, policy and procedure.
6. **Dorm Issue:** Air quality and leaking bathrooms, which cause mold living environments
7. **Fall Weekend College Calendar:** When will this be published?
8. **Class Caps:** Where are all the reports we have requested these past two months? The only one we have thus far received is the one received today from VPAF for a copy of PPT Presentation at the BOT's Meeting.

### **III. New Business**



Leadership Council Attendance  
 Kean Hall  
 930am, K-130  
 March 27, 2013

Name	Organization	E-Mail	RSVP
Suzanne Bousquet	Chair of UPC	<a href="mailto:sbousque@kean.edu">sbousque@kean.edu</a>	Y
James Castiglione	President of KFT	<a href="mailto:jcastigl@kean.edu">jcastigl@kean.edu</a> <a href="mailto:kft2187@rcn.com">kft2187@rcn.com</a>	Y
Audrey Kelly	Media and Publications	<a href="mailto:aukelly@kean.edu">aukelly@kean.edu</a>	Y
Phil Connelly	VP Administration & Finance	<a href="mailto:pconnell@kean.edu">pconnell@kean.edu</a>	Y
Felice Vazquez	Counsel	<a href="mailto:fvazquez@kean.edu">fvazquez@kean.edu</a>	Y
Adam Shubsda	Police Union	<a href="mailto:ashubsda@kean.edu">ashubsda@kean.edu</a>	N
Kate Henderson	KUAFF Adjunct Union	<a href="mailto:kathleenh1@aol.com">kathleenh1@aol.com</a>	Y
Robert Lerner	Student Org President	<a href="mailto:lernrobe@kean.edu">lernrobe@kean.edu</a>	Y
Pat Ippolito	Senate Faculty President	<a href="mailto:pippolit@kean.edu">pippolit@kean.edu</a>	Y
Jeff Toney	VPAA	<a href="mailto:jetoney@kean.edu">jetoney@kean.edu</a>	Y
Janice Murray-Laury	VP Student Affairs	<a href="mailto:jmurray@kean.edu">jmurray@kean.edu</a>	Y
Steve Pinto	IFPTE President	<a href="mailto:spinto@kean.edu">spinto@kean.edu</a>	Y
Diane Schwartz	Interim VP Research & Instructional Advancement	<a href="mailto:dschwart@kean.edu">dschwart@kean.edu</a>	N
Andrew Rettberg	CWA President	<a href="mailto:arettber@kean.edu">arettber@kean.edu</a>	
Joe Gasparro	CWA Vice President	<a href="mailto:jgasparr@kean.edu">jgasparr@kean.edu</a>	Y
Ruth Ma **	GCPTC President	<a href="mailto:Rubix512@yahoo.com">Rubix512@yahoo.com</a>	Y
Steven Barandica	Student Trustee	<a href="mailto:barandis@kean.edu">barandis@kean.edu</a>	Y
Mario Fernandez	Alternate Student Trustee	<a href="mailto:femario@kean.edu">femario@kean.edu</a>	Y

**\*\*Kris Engel, GPSC Treasurer, will be attending on behalf of Ruth Ma for the semester –not attending this date**

# Leadership Council

Wednesday, April 24, 2013  
930am  
K-130

## I. Welcome

1. The Leadership Council is, essentially, a collaborative, information sharing, advisory board that represents various administrative, academic and collective bargaining unit constituencies throughout the university. The Council provides the context for the free exchange of ideas and concerns through mutual respect ultimately enabling all represented parties to work collaboratively towards the fulfillment of the University mission.

## II. Discussion Items:

### James Castiglione

1. Please provide a list of all sabbatical applicants and sabbatical awards for 2013-2014 academic years.
2. Announcement of Performance Based Promotions opportunities for Professional Staff.
3. Please provide a list of all large lecture classes for Fall semester being "piloted" or otherwise planned. Please provide instructor name, course name and details, and class size.
4. Teaching schedule and assignment for faculty in Graphics Communication program.
5. Listing of faculty names on KeanWise.
6. Listing of "pending" classes on KeanWise.

### Kate Henderson

1. How can faculty put in their book orders, without knowing what courses they are supposed to teach in the Fall?
2. How can students sell back books to the book store without knowing what faculty needs and will use what textbooks?
3. All faculty (resident and non-resident) have to migrate Bb 8.0 over to Bb 9.1 at the end of the Spring Semester, how are we supposed to do this if we don't have course assignments, so it can create course shells for us to migrate all the material over to?
4. Where is the definition of "On-Line" and "Web Enhanced" for students to fall back on when they are registering?
5. Update on Sir II's for LC and safety issues

## III. New Business

Leadership Council Attendance  
 Kean Hall  
 930am, K-130  
 April 24, 2013

Name	Organization	E-Mail	RSVP
Suzanne Bousquet	Chair of UPC	<a href="mailto:sbousque@kean.edu">sbousque@kean.edu</a>	Y
James Castiglione	President of KFT	<a href="mailto:jcastigl@kean.edu">jcastigl@kean.edu</a> <a href="mailto:kft2187@rcn.com">kft2187@rcn.com</a>	Y
Audrey Kelly	Media and Publications	<a href="mailto:aukelly@kean.edu">aukelly@kean.edu</a>	N
Phil Connelly	VP Administration & Finance	<a href="mailto:pconnell@kean.edu">pconnell@kean.edu</a>	Y
Felice Vazquez	Counsel	<a href="mailto:fvazquez@kean.edu">fvazquez@kean.edu</a>	Y
Adam Shubsda	Police Union	<a href="mailto:ashubsda@kean.edu">ashubsda@kean.edu</a>	
Kate Henderson	KUAFF Adjunct Union	<a href="mailto:kathleenh1@aol.com">kathleenh1@aol.com</a>	Y
Robert Lerner	Student Org President	<a href="mailto:lernrobe@kean.edu">lernrobe@kean.edu</a>	
Pat Ippolito	Senate Faculty President	<a href="mailto:pippolit@kean.edu">pippolit@kean.edu</a>	Y
Jeff Toney	VPAA	<a href="mailto:jetoney@kean.edu">jetoney@kean.edu</a>	Y
Janice Murray-Laury	VP Student Affairs	<a href="mailto:jmurray@kean.edu">jmurray@kean.edu</a>	Y
Steve Pinto	IFPTE President	<a href="mailto:spinto@kean.edu">spinto@kean.edu</a>	
Diane Schwartz	Interim VP Research & Instructional Advancement	<a href="mailto:dschwart@kean.edu">dschwart@kean.edu</a>	N
Andrew Rettberg	CWA President	<a href="mailto:arettber@kean.edu">arettber@kean.edu</a>	
Joe Gasparro	CWA Vice President	<a href="mailto:jgasparr@kean.edu">jgasparr@kean.edu</a>	Y
Ruth Ma **	GCPTC President	<a href="mailto:Rubix512@yahoo.com">Rubix512@yahoo.com</a>	N
Steven Barandica	Student Trustee	<a href="mailto:barandis@kean.edu">barandis@kean.edu</a>	Y
Mario Fernandez	Alternate Student Trustee	<a href="mailto:femario@kean.edu">femario@kean.edu</a>	

BOT Mike D'Agostino attending

# Leadership Council

Wednesday, June 26  
930am  
K-130

## I. Welcome

1. The Leadership Council is, essentially, a collaborative, information sharing, advisory board that represents various administrative, academic and collective bargaining unit constituencies throughout the university. The Council provides the context for the free exchange of ideas and concerns through mutual respect ultimately enabling all represented parties to work collaboratively towards the fulfillment of the University mission.

## II. Discussion Items:

### **Strawberry Gallagher** (attending on behalf of Ruth Ma)

1. WIFI issues
2. Speech computer lab
3. Security Booth at bridge connecting East Campus to the STEM parking lot
4. Plasma screens in East Campus lounge
5. Gym Equipment repairs

### **Pat McManimon** (attending on behalf of Kate Henderson)

1. Please provide a list of all sabbatical applicants and sabbatical awards for 2013-2014 academic year
2. Please provide a list of all large lecture classes for Fall semester being "piloted" or otherwise planned. Please provide instructor name and details including class size.
3. Listing of "pending" classes on KeanWise
4. June 13th memo re: Full Time Faculty Requirements
5. Summer I compensation for Program Coordinators and Chairs
6. Summer II compensation for Program Coordinators and Chairs
7. Status of Professional Staff Performance-Based Promotion
8. Details including new charge and membership list of Task Force on Advisement
9. SIR II update

## III. New Business

1. Tuition Rates 2013-2014
2. Leadership Council meetings for Jul & Aug

Leadership Council Attendance  
930am, K-130  
June 26, 2013

Name	Organization	E-Mail	RSVP
Suzanne Bousquet	Chair of UPC	<a href="mailto:sbousque@kean.edu">sbousque@kean.edu</a>	Y
James Castiglione	President of KFT	<a href="mailto:jcastigl@kean.edu">jcastigl@kean.edu</a> <a href="mailto:kft2187@rcn.com">kft2187@rcn.com</a>	N
Audrey Kelly	Media and Publications	<a href="mailto:aukelly@kean.edu">aukelly@kean.edu</a>	Y
Phil Connelly	VP Administration & Finance	<a href="mailto:pconnell@kean.edu">pconnell@kean.edu</a>	Y
Felice Vazquez	Counsel	<a href="mailto:fvazquez@kean.edu">fvazquez@kean.edu</a>	Y
Adam Shubsda	Police Union	<a href="mailto:ashubsda@kean.edu">ashubsda@kean.edu</a>	N
Kate Henderson**	KUAFF Adjunct Union	<a href="mailto:kathleenh1@aol.com">kathleenh1@aol.com</a>	Y
Chazz Fallenz	Student Org President	<a href="mailto:fellench@kean.edu">fellench@kean.edu</a>	
Pat Ippolito	Senate Faculty President	<a href="mailto:pippolit@kean.edu">pippolit@kean.edu</a>	N
Jeff Toney	VPAA	<a href="mailto:jetoney@kean.edu">jetoney@kean.edu</a>	N
Janice Murray-Laury	VP Student Affairs	<a href="mailto:jmurray@kean.edu">jmurray@kean.edu</a>	Y
Steve Pinto	IFPTE President	<a href="mailto:spinto@kean.edu">spinto@kean.edu</a>	Y
Diane Schwartz	Interim VP Research & Instructional Advancement	<a href="mailto:dschwart@kean.edu">dschwart@kean.edu</a>	Y
Andrew Rettberg	CWA President	<a href="mailto:arettber@kean.edu">arettber@kean.edu</a>	
Joe Gasparro	CWA Vice President	<a href="mailto:jgasparr@kean.edu">jgasparr@kean.edu</a>	Y
Ruth Ma **	GCPTC President	<a href="mailto:Rubix512@yahoo.com">Rubix512@yahoo.com</a>	Y
Mario Fernandez	Student Trustee	<a href="mailto:femario@kean.edu">femario@kean.edu</a>	Y
	Alternate Student Trustee - TBA		

\*\*Strawberry Gallagher attending for Ruth Ma

\*\*Pat McManimon attending for Kate Henderson

# Leadership Council

Wednesday, July 31, 2013  
930am  
K-130

## **I. Welcome**

1. The Leadership Council is, essentially, a collaborative, information sharing, advisory board that represents various administrative, academic and collective bargaining unit constituencies throughout the university. The Council provides the context for the free exchange of ideas and concerns through mutual respect ultimately enabling all represented parties to work collaboratively towards the fulfillment of the University mission.

## **II. Discussion Items:**

### **Kate Henderson**

1. Suggests consideration of a date change and or time for future Council meetings (conflict with Council of Deans)

## **III. New Business**

1. Leadership Council meetings for Jul & Aug

Leadership Council Attendance  
930am, K-130  
July 31, 2013

Name	Organization	E-Mail	RSVP
Suzanne Bousquet	Chair of UPC	<a href="mailto:sbousque@kean.edu">sbousque@kean.edu</a>	
James Castiglione	President of KFT	<a href="mailto:jcastigl@kean.edu">jcastigl@kean.edu</a> <a href="mailto:kft2187@rcn.com">kft2187@rcn.com</a>	
Audrey Kelly	Media and Publications	<a href="mailto:aukelly@kean.edu">aukelly@kean.edu</a>	
Phil Connelly	VP Administration & Finance	<a href="mailto:pconnell@kean.edu">pconnell@kean.edu</a>	Y
Felice Vazquez	Counsel	<a href="mailto:fvazquez@kean.edu">fvazquez@kean.edu</a>	Y
Adam Shubsda	Police Union	<a href="mailto:ashubsda@kean.edu">ashubsda@kean.edu</a>	
Kate Henderson	KUAFF Adjunct Union	<a href="mailto:kathleenh1@aol.com">kathleenh1@aol.com</a>	Y
Chazz Fallenz	Student Org President	<a href="mailto:fellench@kean.edu">fellench@kean.edu</a>	Y
Pat Ippolito	Senate Faculty President	<a href="mailto:pippolit@kean.edu">pippolit@kean.edu</a>	
Jeff Toney	VPAA	<a href="mailto:jetoney@kean.edu">jetoney@kean.edu</a>	Y
Janice Murray-Laury	VP Student Affairs	<a href="mailto:jmurray@kean.edu">jmurray@kean.edu</a>	Y
Steve Pinto	IFPTE President	<a href="mailto:spinto@kean.edu">spinto@kean.edu</a>	
Diane Schwartz	Interim VP Research & Instructional Advancement	<a href="mailto:dschwart@kean.edu">dschwart@kean.edu</a>	N
Andrew Rettberg	CWA President	<a href="mailto:arettber@kean.edu">arettber@kean.edu</a>	
Joe Gasparro	CWA Vice President	<a href="mailto:jgasparr@kean.edu">jgasparr@kean.edu</a>	Y
Ruth Ma **	GCPTC President	<a href="mailto:Rubix512@yahoo.com">Rubix512@yahoo.com</a>	
Mario Fernandez	Student Trustee	<a href="mailto:femario@kean.edu">femario@kean.edu</a>	
	Alternate Student Trustee - TBA		

\*\*Strawberry Gallagher attending for Ruth Ma

# Leadership Council

Thursday, September 26, 2013  
930am  
K-130

## I. Welcome

1. The Leadership Council is, essentially, a collaborative, information sharing, advisory board that represents various administrative, academic and collective bargaining unit constituencies throughout the university. The Council provides the context for the free exchange of ideas and concerns through mutual respect ultimately enabling all represented parties to work collaboratively towards the fulfillment of the University mission.

## II. Discussion Items:

### James Castiglione

- Arbitration ruling banning capping of overload teaching.
- List of cancelled classes for Fall 2013
- List of full-time faculty resignations from May 1, 2013 to present date
- Enrollment numbers: FTFTFs; transfers; total at Union campus; total headcount and FTEs at Kean@OCean; total headcount and FTEs at China campus
- Mandatory training resolution from BOT meeting
- Reassignment of GCOM faculty

### Kate Henderson

Actual Enrollment numbers for:

- Kean (Union)
- Kean (cc)
- Kean (Wenzhou)
- Total including all satellite campuses
- Spring Calendar for 1<sup>st</sup> and 2<sup>nd</sup> Half Semesters
- Determination on Classes being held on the Wednesday before Thanksgiving at Kean-OCC. Statistically students' attendance is way off as OCC is formally closed. While we do have our own building, not all Kean-OCC classes are held in that building.
- Status on how Spring courses
  - When will they be posted?
  - Will Instructors names where possible accompany the postings?
  - When does registration begin and Close?
- Will there be a Winter Intercession this year? If so how will it be impacted by the 3 day teaching restrictions on adjunct faculty from ACA?
- Will adjuncts be prevented from Teaching Summer I and Summer II Courses as well?



- Request from Adjuncts to Have Evening Professional Development Classes Offered
- Better communication is needed about “Atomic Learning”
- Doors leading into Buildings need to be visibly numbered above the doors, so if there are four or five access doors to a particular building, a student or staffer calling into Kean police can properly and quickly identify which entrance needs security or police attention.
- Interoffice Mail Issues
- My School Building facilities online program

### **III. New Business**

- Leadership Council meetings re-scheduled to Thursdays @ 930am

Leadership Council Attendance  
930am, K-130  
September 26, 2013

Name	Organization	E-Mail	RSVP
Suzanne Bousquet	Chair of UPC	<a href="mailto:sbousque@kean.edu">sbousque@kean.edu</a>	N
James Castiglione	President of KFT	<a href="mailto:jcastigl@kean.edu">jcastigl@kean.edu</a> <a href="mailto:kft2187@rcn.com">kft2187@rcn.com</a>	Y
Audrey Kelly	Media and Publications	<a href="mailto:aukelly@kean.edu">aukelly@kean.edu</a>	Y
Phil Connelly	VP Administration & Finance	<a href="mailto:pconnell@kean.edu">pconnell@kean.edu</a>	Y
Felice Vazquez	Counsel	<a href="mailto:fvazquez@kean.edu">fvazquez@kean.edu</a>	Y
Adam Shubsda	Police Union	<a href="mailto:ashubsda@kean.edu">ashubsda@kean.edu</a>	
Kate Henderson	KUAFF Adjunct Union	<a href="mailto:kathleenh1@aol.com">kathleenh1@aol.com</a>	Y
Chazz Fallenz	Student Org President	<a href="mailto:fellench@kean.edu">fellench@kean.edu</a>	N
Pat Ippolito	Senate Faculty President	<a href="mailto:pippolit@kean.edu">pippolit@kean.edu</a>	
Jeff Toney	VPAA	<a href="mailto:jetoney@kean.edu">jetoney@kean.edu</a>	Y
Janice Murray-Laury	VP Student Affairs	<a href="mailto:jmurray@kean.edu">jmurray@kean.edu</a>	N
Steve Pinto	IFPTE President	<a href="mailto:spinto@kean.edu">spinto@kean.edu</a>	Y
Diane Schwartz	Interim VP Research & Instructional Advancement	<a href="mailto:dschwart@kean.edu">dschwart@kean.edu</a>	
Andrew Rettberg	CWA President	<a href="mailto:arettber@kean.edu">arettber@kean.edu</a>	
Joe Gasparro	CWA Vice President	<a href="mailto:jgasparr@kean.edu">jgasparr@kean.edu</a>	Y
Jason Sieira	GCPTC President	<a href="mailto:sieiraj@kean.edu">sieiraj@kean.edu</a>	N
Mario Fernandez	Student Trustee	<a href="mailto:femario@kean.edu">femario@kean.edu</a>	
Rachel Syko	Alternate Student Trustee	<a href="mailto:sykor@kean.edu">sykor@kean.edu</a>	N

# Leadership Council

Thursday, October 31, 2013  
930am  
K-130

## I. Welcome

The Leadership Council is, essentially, a collaborative, information sharing, advisory board that represents various administrative, academic and collective bargaining unit constituencies throughout the university. The Council provides the context for the free exchange of ideas and concerns through mutual respect ultimately enabling all represented parties to work collaboratively towards the fulfillment of the University mission.

## II. Discussion Items: James Castiglione

- Status of KeanWise and registration process.
- Use of "Pending" designation for assigned classes.
- List of untenured faculty in each class and a list of those who received non-reappointment notices or letters with VPAA's recommendations for non-reappointment.
- Reassignment of GCOM faculty
- Compensation for Chairs and Program Coordinators in the College of Visual & Performing Arts.
- Plans including timelines for new construction projects.

### Kate Henderson

- Update on Permanent Replacements for:
  - Director of Library
  - Assessment and Middle States Director
  - BlackBoard Directorand those we do not even know about yet who have either quit or were let go.
- Status on "Pending" Courses for Spring Semester
- Sir II's (Electronic or Paper) for this year.
- Wenzhou-Kean University
- Concern for Stair Safety on the two story stairwell located at the entrance of Green Lane New Building when there is ice or inclement weather
- Update on Swipe Card Access
- Kean (Union) to Kean-OCC interoffice Mail Issue
- ZipCars?

- Winter Intercession (5 days per week) as it affects Part Time Faculty and current NJ Pension and Medical dictates
- Issue concerning the numbering of Building Doorways to more easily identify Building entrance to Campus Police in an emergency
- Update on number of Courses which actually ran for the 2013 Fall Semester compared to last Fall 2012.
- Update on Experimental Remedial Math Program involving our most vulnerable Math Challenged students in class sizes of 50. How many failed mid terms??? How is it that students can pass their online homework assignments but fail classroom tests on the same material. Veracity of students actually doing their own work is in question.
- Customer Service for outsiders calling into Kean. If it is frustrating for in house students, faculty and staff to connect to a living person, what is the outside prospective students having to deal with.
- Issue of keeping main campus switchboard open during all hours of Kean Academic Operation (especially from 4:30pm-10:00pm).
- Update on New Academic Building in VE Parking Lot.
- Request to videotape/record Webinars for many meetings being held for Faculty and Staff, thus permitting all faculty and staff to access information who are unable to physically attend. Especially those off campus

### **III. New Business**

- Discuss date to submit agenda items

Leadership Council Attendance  
 930am, K-130  
 October 31, 2013

Name	Organization	E-Mail	RSVP
Suzanne Bousquet	Chair of UPC	<a href="mailto:sbousque@kean.edu">sbousque@kean.edu</a>	Y
James Castiglione	President of KFT	<a href="mailto:jcastigl@kean.edu">jcastigl@kean.edu</a> <a href="mailto:kft2187@rcn.com">kft2187@rcn.com</a>	Y
Audrey Kelly	Media and Publications	<a href="mailto:aukelly@kean.edu">aukelly@kean.edu</a>	Y
Phil Connelly	VP Administration & Finance	<a href="mailto:pconnell@kean.edu">pconnell@kean.edu</a>	Y
Felice Vazquez	Counsel	<a href="mailto:fvazquez@kean.edu">fvazquez@kean.edu</a>	Y
Adam Shubsda	Police Union	<a href="mailto:ashubsda@kean.edu">ashubsda@kean.edu</a>	
Kate Henderson	KUAFF Adjunct Union	<a href="mailto:kathleenh1@aol.com">kathleenh1@aol.com</a>	Y
Chazz Fallenz	Student Org President	<a href="mailto:fellench@kean.edu">fellench@kean.edu</a>	
Pat Ippolito	Senate Faculty President	<a href="mailto:pippolit@kean.edu">pippolit@kean.edu</a>	Y
Jeff Toney	VPAA	<a href="mailto:jetoney@kean.edu">jetoney@kean.edu</a>	Y
Janice Murray-Laury	VP Student Affairs	<a href="mailto:jmurray@kean.edu">jmurray@kean.edu</a>	Y
Steve Pinto	IFPTE President	<a href="mailto:spinto@kean.edu">spinto@kean.edu</a>	Y
Diane Schwartz	Interim VP Research & Instructional Advancement	<a href="mailto:dschwart@kean.edu">dschwart@kean.edu</a>	Y
Andrew Rettberg	CWA President	<a href="mailto:arettber@kean.edu">arettber@kean.edu</a>	
Joe Gasparro	CWA Vice President	<a href="mailto:jgasparr@kean.edu">jgasparr@kean.edu</a>	Y
Jason Sieira	GCPTC President	<a href="mailto:sieiraj@kean.edu">sieiraj@kean.edu</a>	Y
Mario Fernandez	Student Trustee	<a href="mailto:femario@kean.edu">femario@kean.edu</a>	
Rachel Syko	Alternate Student Trustee	<a href="mailto:sykor@kean.edu">sykor@kean.edu</a>	

# Leadership Council

Thursday, November 21, 2013  
930am  
K-130

## I. Welcome

The Leadership Council is, essentially, a collaborative, information sharing, advisory board that represents various administrative, academic and collective bargaining unit constituencies throughout the university. The Council provides the context for the free exchange of ideas and concerns through mutual respect ultimately enabling all represented parties to work collaboratively towards the fulfillment of the University mission.

## II. Discussion Items: James Castiglione

1. Resolution of plagiarism complaint
2. Formal end of "Pending" designation for assigned classes.
3. a) List of untenured faculty in each class, and  
b) List of those who received non-reappointment notices or letters with VPAA's recommendations  
for non-reappointment  
c) List of those whose negative recs were overturned by the president
4. Details on proposed Recovery High School.
5. Enrollments for Spring 2014: Union campus, Kean @Ocean, China
6. Plans including timelines for new construction projects.
7. Enforcing procedural integrity in Professional Staff evaluations
8. Announcement for Performance-Based Promotions for Pro Staff
9. Advisement Task Force - extending Summer Session I past June 30 requires negotiations.

## III. New Business

Leadership Council verbiage

Leadership Council Attendance  
930am, K-130  
November 21, 2103

Name	Organization	E-Mail	RSVP
Suzanne Bousquet	Chair of UPC	<a href="mailto:sbousque@kean.edu">sbousque@kean.edu</a>	Y
James Castiglione	President of KFT	<a href="mailto:jcastigl@kean.edu">jcastigl@kean.edu</a> <a href="mailto:kft2187@rcn.com">kft2187@rcn.com</a>	Y
Audrey Kelly	Media and Publications	<a href="mailto:aukelly@kean.edu">aukelly@kean.edu</a>	Y
Phil Connelly	VP Administration & Finance	<a href="mailto:pconnell@kean.edu">pconnell@kean.edu</a>	Y
Felice Vazquez	Counsel	<a href="mailto:fvazquez@kean.edu">fvazquez@kean.edu</a>	Y
Adam Shubsda	Police Union	<a href="mailto:ashubsda@kean.edu">ashubsda@kean.edu</a>	
Kate Henderson	KUAFF Adjunct Union	<a href="mailto:kathleenh1@aol.com">kathleenh1@aol.com</a>	
Chazz Fallenz	Student Org President	<a href="mailto:fellench@kean.edu">fellench@kean.edu</a>	
Pat Ippolito	Senate Faculty President	<a href="mailto:pippolit@kean.edu">pippolit@kean.edu</a>	Y
Jeff Toney	VPAA	<a href="mailto:jetoney@kean.edu">jetoney@kean.edu</a>	Y
Janice Murray-Laury	VP Student Affairs	<a href="mailto:jmurray@kean.edu">jmurray@kean.edu</a>	Y
Steve Pinto	IFPTE President	<a href="mailto:spinto@kean.edu">spinto@kean.edu</a>	
Diane Schwartz	Interim VP Research & Instructional Advancement	<a href="mailto:dschwart@kean.edu">dschwart@kean.edu</a>	Y
Andrew Rettberg	CWA President	<a href="mailto:arettber@kean.edu">arettber@kean.edu</a>	
Joe Gasparro	CWA Vice President	<a href="mailto:jgasparr@kean.edu">jgasparr@kean.edu</a>	Y
Jason Sieira	GCPTC President	<a href="mailto:sieiraj@kean.edu">sieiraj@kean.edu</a>	Y
Mario Fernandez	Student Trustee	<a href="mailto:femario@kean.edu">femario@kean.edu</a>	
Rachel Syko	Alternate Student Trustee	<a href="mailto:sykor@kean.edu">sykor@kean.edu</a>	