

**KEAN UNIVERSITY  
UNION, NEW JERSEY**

**RESOLUTION ESTABLISHING STUDENT AND UNIVERSITY HOUSING  
RATES FOR FISCAL YEAR 2025**

WHEREAS: The New Jersey Educational Facilities Authority requires the University to provide sufficient revenue to meet the total costs of operating residence halls, the annual bond obligation, and other costs to the Authority as specified in the agreement; and

WHEREAS: Student housing must be self-sustaining wherein the revenue generated through student residence rents or other charges must be sufficient to provide for the annual operating costs; and

WHEREAS: The Kean Board of Trustees must set the housing rental rates annually based on these factors and others including competition in the marketplace and economic factors; now, therefore be it

RESOLVED: The Kean University Board of Trustees hereby approves a 3% increase in the annual student housing rental rates for fiscal year 2025 to meet these costs, thereby establishing the rates *per person* as follows:

**SOZIO, ROGERS, BARTLETT, BURCH HALLS:**

- Apartment w/semi kitchen, double occupancy/**\$5,821 per semester**
- Apartment, semi-kitchen, Medical single/**\$6,288 per semester**
- Apartment, semi-kitchen converted/**\$6,983 per semester**

**RESIDENCE HALLS OPENED IN 2009:**

- Traditional style, double occupancy/**\$6,602 per semester**
- Apartment w/semi kitchen, double occupancy/ **\$6,902 per semester**
- Traditional style, single occupancy/**\$7,499 per semester**
- Apartment w/semi-kitchen converted single/**\$8,281 per semester**


and, be it further

RESOLVED: The University's faculty/employee housing rental rates will adjust by the same 3% increase as student housing rates in the new fiscal year. As such, rates for East Campus faculty housing will increase by 3% on July 1, 2024 bringing the monthly rate for unfurnished apartments to \$1,713 per month; and for furnished apartments to \$2,056 per month; while rates for university housing near Hynes Hall also will increase 3% on July 1, 2023 bringing the monthly rate for unfurnished units to \$2,446 per two-bedroom unit and \$1,903 per one-bedroom unit; and, be it further

RESOLVED: The Board of Trustees hereby authorizes the President and/or his designee to establish these rental rates in FY25 for student housing, East Campus Faculty Housing and New Faculty Housing near Hynes Hall, and to apply these rates to initiatives that require the use of student housing and faculty housing.

RESOLUTION  
ADOPTED: December 2, 2023

DULY  
CERTIFIED: December 2, 2023

  
\_\_\_\_\_  
Audrey M. Kelly  
Executive Director to the Board of Trustees

**KEAN UNIVERSITY  
UNION, NEW JERSEY**

**RESOLUTION UPDATING AND ADOPTING THE KEAN UNIVERSITY  
NO SMOKING POLICY**


- WHEREAS: The Kean University Board of Trustees is responsible for approving policies that guide the operations of the University; and
- WHEREAS: Kean University has been a “Smoke Free” environment since the enactment of the Smoke-Free Air Act in April 2006; and
- WHEREAS: The Smoke-Free Air Act of 2006 and Kean’s policy instituting its requirements prohibited smoking in: any buildings on campus including residence halls, private offices, maintenance areas, all state vehicles, and in or around the grounds of the Kean Child Care and Development Center; and
- WHEREAS: On February 22, 2021, the State of New Jersey legalized the purchase and use of recreational cannabis to be consumed on private property for adults 21 and older, and decriminalized underage possession; and
- WHEREAS: The University desires to update its No Smoking Policy to reflect these changes in state law and to clarify the passage of this law does not permit the use of cannabis/marijuana on University grounds including residence halls; now, therefore, be it
- RESOLVED: The Kean University Board of Trustees does hereby adopt the Kean University No Smoking Policy (Attachment A); and, be it further
- RESOLVED: The Board authorizes the President and/or his designee to take the steps necessary to both disseminate and implement the policy, and to make updates to this policy on an as needed basis, provided those changes maintain the; and, be it further
- RESOLVED: The Board of Trustees authorizes the President and/or his designee to make updates to this policy on an as needed basis.

RESOLUTION  
ADOPTED:

December 2, 2023

DULY  
CERTIFIED:

December 2, 2023

  
\_\_\_\_\_  
Audrey M. Kelly  
Executive Director to the Board of Trustees

## ATTACHMENT A



## NO SMOKING POLICY

Kean University has been “Smoke-Free” since the enactment of the [Smoke-Free Air Act](#) in April 2006. This Act, as well as Kean University’s policy, prohibits smoking in any buildings on campus (including residence halls), private offices, maintenance areas, all state vehicles, and in or around the grounds of the Kean University Child Care and Development Center. **In addition, any individual who smokes in permitted areas is required to stay a minimum of three (3) feet from any building entrance.** This policy includes products such as cigarettes, cigars, hookahs, pipes, roll-your-own tobacco, smokeless tobacco, cannabis/marijuana, and electronic delivery systems (e.g., e-cigarettes, vapes, pens, etc.).

Anyone found smoking inside any buildings on campus (including residence halls), private offices, maintenance areas, or state vehicles will be subject to disciplinary action by the University. The responsibility for the enforcement of this policy is a collective effort by the entire University community. Complaints against employees can be reported to [Employee Relations](#) in the [Office of Human Resources](#), 2nd Floor, Administration Building. Complaints against students should be reported to the [Office of Student Accountability, Standards, and Education](#), Miron Student Center, Room 317.

### Cannabis/Marijuana

On February 22, 2021, the State of New Jersey legalized the purchase and use of recreational cannabis to be consumed on private property for adults 21 and older and decriminalized underage possession. In addition, New Jersey law permits the use of medicinal cannabis in certain circumstances (i.e., by persons holding valid New Jersey registry cards with prescriptions from appropriately registered physicians). It is important for employees and students to know these laws and understand their implications on Kean’s campuses.

The passage of the law does **NOT** permit the use of cannabis/marijuana on University grounds, in University buildings (including residence halls), facilities, or public areas. Cannabis remains a controlled substance under federal law. As an institution of higher education that receives federal funds, Kean University must comply with the Drug-Free Schools and Communities Act Amendments of 1989 (20 U.S.C. Section 1011i). As such, the use, possession, or distribution of cannabis/marijuana for any purpose, is prohibited on all Kean University leased, owned, or controlled property, parking lots, and at University-sponsored events and activities, or while

conducting University business, regardless of whether or not such use would be permissible under New Jersey law.

Therefore, it is strictly prohibited for anyone (regardless of age) to use any form of cannabis/marijuana anywhere on Kean University campus, even with a prescription. This includes vape pens, hookahs or vaporizers, and edibles. Student Health Services will not distribute medicinal cannabis nor will their representatives write prescriptions for medicinal cannabis. Furthermore, possession of and being under the influence of cannabis/marijuana are violations of the [Kean University Drug and Alcohol Policy](#).

## **Sanctions**

Any employee(s) found violating this No Smoking Policy will be subject to progressive disciplinary action by the University, up to and including termination of employment.

Any student(s) found responsible for violation of this policy will face sanctions and penalties under the Kean University [Student Code of Conduct](#).

The following range of sanctions may be imposed by the [Office of Student Accountability, Standards and Education](#):

### **First Violation:**

- Written warning
- \$75.00 fine
- Alternatives I Educational Program

### **Second Violation**

- \$125.00 fine
- Alternatives II Educational Program
- Housing Probation for 12 months

### **Third Violation**

- Termination of the Housing Contract
- Parental Notification

Notwithstanding the foregoing, egregious violations of this Policy may result in more severe sanctions in the sole discretion of Kean University.

If there are any questions regarding the Kean University smoking policies, please contact the [Office of Student Accountability, Standards, and Education](#),

**Updated: 12/2023**

**KEAN UNIVERSITY  
UNION, NEW JERSEY**

**RESOLUTION AUTHORIZING THE CREATION OF A PRELICENSURE BACHELOR  
OF NURSING DEGREE PROGRAM**

- WHEREAS: The College of Health Professions and Human Services strives to address regional employment demands by providing students with the academic training needed to be successful in the high-demand fields they choose to pursue as careers; and
- WHEREAS: The projected demand for nurses in New Jersey over the next decade far exceeds the pipeline of available skilled nurses and students seeking to pursue such a career; and
- WHEREAS: Kean's Department of Nursing continues to identify ways to address the current nursing shortage in our region resulting from multiple factors, including job exodus, the COVID-19 pandemic and an aging population requiring more complex care; and
- WHEREAS: To address the current shortage, the nursing department has designed a new Prelicensure Bachelor of Nursing degree program that will prepare qualified graduates to take the NCLEX Registered Professional Nurse licensing exam in New Jersey; and
- WHEREAS: The new program will embrace a clinical immersion model that provides students with consistency in application of knowledge and repetitive practice of nursing skills across multiple clinical settings in partnership with clinical agencies; and
- WHEREAS: The President and Provost recommend the Board approve the development and implementation of the proposed Prelicensure Bachelor of Nursing degree program; and
- WHEREAS: The Board of Trustees is satisfied this program will enhance the University's mission of providing students with the knowledge and comprehensive skills needed to succeed in the global marketplace; and
- WHEREAS: The Board of Trustees also has ascertained the resources required for this program are within the scope of present and future resource allocations at the University; now, therefore, be it
- RESOLVED: The Board of Trustees approves the establishment of a Prelicensure Bachelor of Nursing degree program within the College of Health and

Human Services, and authorizes the President and/or his designee to take the necessary actions to establish this program at Kean.

RESOLUTION

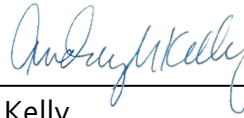
ADOPTED:

December 2, 2023

DULY

CERTIFIED:

December 2, 2023



---

Audrey M. Kelly

Executive Director to the Board of Trustees

**KEAN UNIVERSITY  
UNION, NEW JERSEY**

**RESOLUTION UPDATING AND ADOPTING THE KEAN UNIVERSITY  
POLICY ON GRANTING PROFESSOR EMERITUS/EMERITA STATUS**

WHEREAS: The Kean University Board of Trustees is responsible for approving policies that guide the operations of the University; and

WHEREAS: Kean University embraces the importance of a continuing relationship with its retired faculty members, and has awarded many worthy candidates the title of professor emeritus/emerita; and

WHEREAS: The University Provost and colleagues in the Division of Academic Affairs recently reviewed the University's Policy on Granting Professor Emeritus/Emerita Status and determined updates and modifications were necessary; and


WHEREAS: The Academic Policy and Programs Committee of the Board reviewed those recommendations and the modified policy, and recommends the Kean University Board of Trustees adopt the new version of the policy annexed hereto (Attachment A); now, therefore, be it

RESOLVED: The Kean University Board of Trustees does hereby adopt the Kean University Policy on Granting Professor Emeritus/Emerita Status (Attachment A); and, be it further

RESOLVED: The Board directs the President and/or his designee to take the steps necessary to both disseminate and implement the policy.

RESOLUTION  
ADOPTED: December 2, 2023

DULY  
CERTIFIED: December 2, 2023

  
\_\_\_\_\_  
Audrey M. Kelly  
Executive Director to the Board of Trustees

## Attachment A



## KEAN UNIVERSITY

**Policy on Granting Professor Emeritus/Emerita Status****Purpose:**

To continue a supportive relationship between retired faculty members and the University and to provide retired faculty members with an academic title that enables them to continue their work as productive professionals.

**Procedure:**

Upon filing for retirement, faculty members will receive a letter from Human Resources concerning their eligibility for nomination to emeritus/emmerita status based on length of service (see criterion #1 below). In addition to meeting this qualification, the faculty member must receive at least one letter of nomination for emeritus/emmerita status from a current member of the Kean faculty. This nomination letter, which the retired faculty member may request from a former colleague, should be addressed to the Provost and should outline the retired faculty member's outstanding achievements and any other reasons for which emeritus/emmerita status should be granted (see criterion #2 below).

The Provost will evaluate the nomination and, if in accord with the request, make a recommendation to the President. The final evaluation and recommendation for awarding emeritus/emmerita status will be made by the President and submitted for approval to the Board of Trustees.

**Criteria:**

1. Retired faculty shall be eligible for nomination to emeritus/a status according to their rank and length of service:

<u>Rank</u>	<u>Emeritus/Emerita Title</u>	<u>Years of Service Required</u>
Professor	Professor Emeritus/a	15
Associate Professor	Associate Professor Emeritus/a	15
Assistant Professor	Assistant Professor Emeritus/a	15

2. Emeritus/emerita status shall be awarded for an outstanding contribution to the academic life of the University through teaching and service, or a significant contribution to one's discipline through scholarship, creative work or service to the profession or the community.

### **Rights and Privileges of Professors Emeriti:**

1. A University identification card.
2. Faculty privileges for use of the learning commons, athletic facilities, sports events, and cultural activities.
3. An e-mail account and access to the University's academic information networks (e.g., library databases, intranet messages).
4. Authorization to use University stationery/letterhead for professional correspondence.
5. Advisory appointments to appropriate University committees.
6. Invitations to University social events and Kean Foundation fund-raising events.
7. Invitations to participate in University processions at graduation and other academic ceremonies. (Professors emeriti will precede active faculty of their rank.)
8. University parking privileges as needed when engaged in University service (e.g., serving on committees).
9. Annual listing in the University catalog section for professors emeriti.

### **Responsibilities of Professors Emeriti:**

1. Include the Kean emeritus/emerita title in professional publications.
2. Accept appointments to University committees in an advisory capacity.
3. Promote the mission, vision, and values of Kean University in any ongoing scholarly or professional endeavors.

**KEAN UNIVERSITY  
UNION, NEW JERSEY**

**RESOLUTION BY THE BOARD OF TRUSTEES HONORING DR. SUE ELLEN GRONEWOLD  
AND BESTOWING THE APPOINTMENT OF ASSOCIATE PROFESSOR EMERITA**

WHEREAS: Dr. Sue Ellen Gronewold served as a respected member of the Kean University faculty for 19 years; and

WHEREAS: Dr. Gronewold distinguished herself at Kean as an accomplished scholar of Asian history, women's history and the history of genocide, and her research and publications on prostitution in China have advanced scholarly analysis and understanding of gender and sexuality in Asian history; and

WHEREAS: Dr. Gronewold dedicated much of her work to ensuring Kean students learned Chinese history and its relevance to today's global society; and

WHEREAS: Dr. Gronewold also played a role in the development of the both the Asian Studies program and the Masters in Holocaust and Genocide Studies program, believing once again the importance of students learning how history shapes not only their world, but the future; and

WHEREAS: Dr. Gronewold also served as Chair of the History Department; as an elected member of the General Education Committee and the University Senate; and, as a member of the Senate Task Force on Curriculum Procedures and Revision; and

WHEREAS: Dr. Gronewold has fulfilled all requirements for designation as Professor Emerita upon retirement; now, therefore, be it


RESOLVED: The Kean University Board of Trustees does congratulate Dr. Sue Ellen Gronewold and does bestow upon her the designation of Associate Professor Emerita of Kean University.

RESOLUTION

ADOPTED: December 2, 2023

DULY

CERTIFIED: December 2, 2023

  
\_\_\_\_\_  
Audrey M. Kelly  
Executive Director to the Board of Trustees

**KEAN UNIVERSITY  
UNION, NEW JERSEY**

**RESOLUTION BY THE BOARD OF TRUSTEES HONORING DR. DENNIS KLEIN  
AND BESTOWING THE APPOINTMENT OF PROFESSOR EMERITUS**

WHEREAS: Dr. Dennis Klein served as a respected member of the Kean University faculty in the history department for more than 30 years; and

WHEREAS: Dr. Klein, through years of research and publication, has distinguished himself as an internationally recognized scholar in the field of Holocaust and Genocide Studies; he also created and directed the University's Holocaust and Genocide Studies program; and

WHEREAS: Dr. Klein dedicated much of his work to expanding our understanding of the ways that survivors of the Holocaust addressed the psychological consequences of the events they endured and began to articulate the history of those events and their aftermath; and

WHEREAS: More recent work by Dr. Klein earning accolades has focused on the human relational toll and profound feelings of betrayal associated with the failure of neighbors and fellow citizens to intervene and mitigate the injustices of the Holocaust; and

WHEREAS: Dr. Klein also consistently and continuously embraced his mentorship role with both students and faculty at Kean, co-chairing until his retirement Kean's Faculty Seminar, which he founded more than 20 years ago; and

WHEREAS: Dr. Klein has fulfilled all requirements for designation as Professor Emeritus upon retirement; now, therefore, be it

RESOLVED: The Kean University Board of Trustees does congratulate Dr. Dennis Klein and does bestow upon him the designation of Professor Emeritus of Kean University.

RESOLUTION  
ADOPTED:

December 2, 2023

DULY  
CERTIFIED:

December 2, 2023




---

Audrey M. Kelly  
Executive Director to the Board of Trustees

**KEAN UNIVERSITY  
UNION, NEW JERSEY**

**RESOLUTION UPDATING AND EXPANDING THE POLICY FOR GRADUATE AND  
DOCTORAL STUDENT ASSISTANTSHIPS**

- WHEREAS: Kean University currently offers graduate and doctoral assistantship programs that provide students with opportunities to work in the campus community, usually in their field of study, in exchange for full tuition and fee waivers and a stipend; and
- WHEREAS: The demand for such assistantships is great; indeed, in December 2019, the Board of Trustees modified the policy via public resolution 19-12-07-2420 to expand assistantship opportunities by providing options that better fit student schedules yet still allow for opportunities for field experience and learning; and
- WHEREAS: Curriculum revisions and program redesigns recently implemented at Kean present the opportunity for graduate students to serve as Graduate Teaching Assistants in support of large lecture courses that require recitation sections; and
- WHEREAS: The creation of the new Graduate Teaching Assistantship category and the setting of compensation for this role is the responsibility of the Board of Trustees; and
- WHEREAS: The Board has received recommendations from the President, the Provost and the CFO of the university to implement the proposed updates to the policy; now, therefore, be it
- RESOLVED: The Board of Trustees authorizes the creation of a new category of graduate assistantships to be known as Graduate Teaching Assistantships at the University; and, be it further
- RESOLVED: The Board amends the Policy for Graduate and Doctoral Student Assistantships to reflect this new category and to set the compensation for this category at one-third tuition remission per recitation section taught and other specifics as noted in the amended policy annexed hereto (Attachment A); and, be it further

RESOLVED: The Board directs the President and/or his designee to take the steps necessary to update current policies and guidelines to be consistent with this resolution.

RESOLUTION  
ADOPTED: December 2, 2023

DULY  
CERTIFIED: December 2, 2023



---

Audrey M. Kelly  
Executive Director to the Board of Trustees

## Attachment A

### Kean University Policy for Graduate and Doctoral Student Assistantships (as amended 12.02.23)

#### PURPOSE

Graduate and doctoral student assistantships serve the purposes of providing:

- merit based scholarship to provide financial support for advanced academic study
- graduate level learning opportunities
- direct benefit to the university in the form of scholarly productivity, teaching assistance or staff resources for programs

#### ELIGIBILITY

To be eligible for a graduate and doctoral assistantship, the student must:

- hold a baccalaureate degree
- be enrolled for no more than 12 credits per semester, but no less than 9 credits per semester of graduate study in their program at the university
- have a cumulative undergraduate GPA of 3.25 or better, or GRE score in the 70<sup>th</sup> percentile or higher
- have a 3.5 graduate GPA at Kean after completing at least 12 credits

#### DURATION OF ASSISTANTSHIPS

##### Doctoral Assistantships

Doctoral assistantships are offered for the full duration of a student's program pending sufficient funds. Doctoral assistantships do **not** include tuition coverage of internship courses.

##### Graduate Assistantships

Graduate assistantships are offered for one academic year (September through June) and are renewable for one additional academic year for students who have 18 academic credits or more of graduate study to complete their program. A student may have an assistantship for all or part of an academic year, but the credit limits (no more than 12 credits, no less than 9 credits) remain the same.

All students receiving full tuition waivers must take a minimum of 9 credits each semester that they have the assistantship. If a student receiving a full tuition waiver is taking less than 9 credits, they are ineligible to keep the assistantship.

##### Graduate Teaching Assistantships

Graduate Teaching Assistantships follow same criteria as Graduate Assistantships, however their tuition remission and compensation for the teaching assistantship is based on recitations and stipends as described in the next section.

## **REIMBURSEMENT, WORKLOAD AND WAIVER OF TUITION AND FEES**

### Doctoral assistantships

- 15-20 hours per week over any given semester
- full tuition waiver (9-12 credits)
- stipend of standard per hour rate

### Full-time graduate assistantships

- 15-20 hours per week over any given semester
- full tuition waiver (9-12 credits)
- stipend of standard per hour rate

### Half-time graduate assistantships

- 7.5-10 hours per week over any given semester
- half tuition waiver (50% of registered credits)
- stipend of standard per hour rate

### Quarter-time graduate assistantships (DPT students only)

- 3.75-5 hours per week over any given semester
- quarter tuition waiver
- stipend of standard per hour rate

### Graduate Teaching Assistantships

- 1/3 tuition remission per recitation section taught
- \$1,667 stipend per recitation section taught
- Maximum three (3) recitations taught per semester

## **SUMMER AND WINTER BREAKS**

In advance of the breaks, departments can apply for their GA to become a student worker through Human Resources, but those allocations are dependent upon department funds. No tuition waiver is provided for the summer and winter sessions. Students will be paid the stipend only.

## **INTERNSHIPS**

Given evidence that the student can continue to fulfill their appointed hourly GA requirements while on internship (including externships, practicum, clinical and fieldwork courses), students who have internships that are degree requirements for the student's program can be covered under the GA allocation tuition waiver. Decisions will be evaluated on a case-by-case basis to determine if a given student will be able to fulfill their GA responsibilities while on internship. Eligibility for internship coverage is based on hourly requirements of the internship, which varies by program. Internship courses and academic courses that are degree requirements will both be counted towards the credit requirement for GAs (minimum 9 credits, maximum 12 credits).

## **DUTIES**

Graduate and Doctoral Assistantships facilitate student education and provide learning opportunities at the graduate level on campus. Assistantships direct benefit to the university in the form of scholarly productivity, teaching assistance or staff resources for programs that include, but are

not limited to, assisting faculty with research activities, assisting faculty with teaching activities and general work duties that provide direct benefit to university resources. Graduate and doctoral assistants sign a conditions of appointment outlining their duties and responsibilities.

1. Doctoral Assistants (DA) – General work duties/administrative work. Assist faculty with teaching duties. Doctoral assistants sign a contract outlining their duties and responsibilities. Assist in Kean professional clinics. Assist faculty with research activities.
2. Graduate Assistants (GA) - Provide administrative academic and program support.
3. Graduate Teaching Assistants (GTA) - Assist faculty with teaching duties. Graduate teaching assistants may not be given full responsibility for the instruction of a class.
4. Graduate Research Assistants (GRA) - conduct academically significant research under the direction of a faculty member, who may be a principal investigator on an external grant or contract.

### **SUPERVISION AND EVALUATION**

Supervision of graduate and doctoral student assistants shall be the responsibility of the assigned assistant's senior professor or administrator. A written description of the duties performed by the assistant and an evaluation of their performance shall be prepared by the supervisor at the mid-point and conclusion of the academic year. These evaluations should remain filed for the full duration of the student's GA position. Supervision of graduate and doctoral student assistants will not be considered as a factor in determining faculty load.

### **ASSIGNMENT**

Assignments of graduate and doctoral student assistants shall be, whenever possible and up to supervisor's discretion, consistent with the major interest of the student applicant. Responsibility for the assignment of graduate and doctoral student assistants will reside with the Graduate Dean's Office.

### **APPLICATION AND SELECTION**

Applications for assistantships shall be filed with the Graduate Dean's Office during the semester preceding the anticipated assignment. Applicants shall be interviewed by the appropriate staff member (Department Chairperson, Administrator, Faculty member, etc.), and the selection based upon institutional need, the applicant's previous educational background, experiential background, financial need, etc. Applicants will be notified as to the disposition of the application as quickly as possible. Responsibility for selection and notification will reside with the Graduate Dean's Office in coordination with Human Resources.

**KEAN UNIVERSITY  
UNION, NEW JERSEY**

**RESOLUTION AUTHORIZING AND ADOPTING THE KEAN UNIVERSITY PRIOR  
LEARNING ASSESSMENT AND NON-ACADEMIC CREDENTIAL REVIEW POLICY**

- WHEREAS: Research and studies estimated that more than 750,000 New Jersey residents have earned some college credits but left school before completing their degree; and
- WHEREAS: The State of New Jersey, under its “Some College, No Degree” initiative has prioritized programs and initiatives designed to address the educational aspirations of these residents by providing them with the resources and opportunities needed to return to higher education and complete their degree; and
- WHEREAS: Kean University is well-positioned to play a role in providing residents of NJ and elsewhere with the opportunity to return to school to complete a degree, and to do so with the assistance of earning college credit for some of their life experiences; and
- WHEREAS: The Division of Transformational Learning and External Affairs believes Kean University is poised to deliver access and excellence in degree completion programs via an online degree program leading to a Bachelor of Liberal Arts; and
- WHEREAS: Leadership in the division, in cooperation with leadership in both the Academic Affairs and Administration divisions, are proposing a policy that establishes and formalizes prior learning assessment and non-academic credential review for Kean University (Attachment A); and
- WHEREAS: The proposed policy would assist students in completing their undergraduate degree by recognizing up to a maximum of 60 prior earned credits; the policy also requires students take at least 25% of their undergraduate credits at Kean and that student must complete 50% of their major’s requirements at Kean; and
- WHEREAS: The proposed policy conforms to the regulations and guidelines of the University’s accrediting agency, the Middle States Commission on Higher Education; now, therefore, be it

RESOLVED: The Board of Trustees authorizes the adoption of the proposed Prior Learning Assessment and Non-Academic Credential Review Policy (Attachment A); and, be it further

RESOLVED: The Board directs the President and/or his designee to take all steps necessary to initiate and implement this policy and the related academic initiative, and to make updates to both on an as needed basis; and, be it further

RESOLVED: The Board authorizes the University to set both the application fee and the portfolio/prior learning assessment fee in advance of launching the program; and, be it further

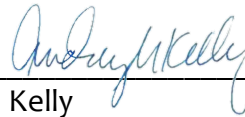
RESOLVED: The Board directs the President and/or the Senior Vice President for Transformational Learning to report back to the Academic Policy and Programs Committee annually on the initiatives progress, finances and success rates.

RESOLUTION

ADOPTED: December 2, 2023

DULY

CERTIFIED: December 2, 2023



---

Audrey M. Kelly

Executive Director to the Board of Trustees

## **Kean University**

### **6.002 Prior Learning Assessment and Non-Academic Credential Review Policy**

#### **I. Title of Policy**

Prior Learning Assessment and Non-Academic Credential Review Policy

#### **II. Objective of Policy**

To establish and formalize prior learning assessment and non-academic credential review as a recognized methodology for meeting the educational needs of prospective, current, and legacy Kean students, the community, and Kean's partner organizations.

#### **III. Responsible Parties**

Office of the Provost and Senior Vice President for Academic Affairs, The Division of Transformational Learning, and the Office of the University Registrar

#### **IV. Policy Statement**

##### **1) Prior Learning Assessment Philosophy**

Kean University recognizes that learning occurs both within formal educational settings and beyond them at the initiative of the individual learner.

Prior Learning Assessment (PLA) is a mechanism by which academic credits are awarded for skills and knowledge that individuals can demonstrate outside of a traditional academic setting. Skills could have been obtained in a variety of settings, including non-credit bearing coursework, work experience, workshop participation, in-service training, or involvement in professional organizations. Credit may be awarded for verifiable learning gained through experience—not for the experience itself. Non-academic learning and training programs and their associated credentials can also be evaluated for credit equivalency.

Kean University asserts the following guiding principles:

- a) Kean University is committed to establishing and maintaining consistency, equity, and fairness in the application of policies to serve the best interests of the student, and current knowledge of PLA best practices and organizations.
- b) A student's previous college-level learning, including that acquired outside of the traditional college setting, should be evaluated for college credit upon the student's request.
- c) 'College-level learning' is characterized by analysis, synthesis, and application in which students demonstrate an integration of knowledge, skills, and critical thinking
- d) The recognition of non-academic credentials must be based on a systematic review of both the learning and the assessment, and the establishment of credit equivalencies for recognized credentials

- e) PLA credit must be made available for approved programs in a consistent, transferable, and comparable means. Once recorded on a Kean University transcript, PLA credit shall be transferable on the same basis as if the credit had been earned through regular study at Kean University.
- f) Kean University institutional leadership and faculty must be consistently involved to ensure academic rigor when awarding PLA credit in accordance with the Middle States Commission on Higher Education, and other applicable accreditation agencies guidelines and standards

The following policy is established in accordance with the Middle States Commission on Higher Education regulations and guidelines

## 2) General Provisions

- a) Students may be awarded a combined maximum of 60 PLA credits
- b) PLA credit will be transcribed with a grade of 'P or Pass'. It will also be transcribed indicating the method of PLA utilized
- c) PLA credit may satisfy both lower-level and upper-level credit requirements. In order for PLA credit to satisfy upper-level credit requirements students must be able to demonstrate:
  - i) Advanced knowledge of and critical insight into the theories, principles and practices and an awareness of innovations and changes in the field.
  - ii) The ability to research, interpret, evaluate, synthesize, integrate and apply appropriate knowledge methods, tools, protocols, strategies and prior experiences, using multiple methods and sources of information to solve or prevent complex issues or problems for varied applications in tactical, strategic and creative ways.
  - iii) Management of processes in unfamiliar and changing contexts, recognizing that applications of strategies and/or problem solving are situational.
  - iv) Collaboration in gathering, developing, and sharing information.
  - v) The ability to communicate, with authority and credibility, appropriate, accurate, and reliable perspectives in their own voice around complex topics.
  - vi) Accountability and responsibility for own learning and work and utilize feedback to build effective strategies for continuous improvement.
- d) PLA credit is recognized as fulfilling general education or major requirements where applicable and are treated as ungraded—but successfully completed—transfer credit.
- e) Credits will be equated with specific Kean courses whenever possible. The Office of the Registrar, in collaboration with the Office of Transformational Learning, establishes equivalencies between the non-academic program and existing or forthcoming University courses. This equivalency is done on the basis of >50% match between learning objectives. When no direct equivalency exists, credit will be posted as elective credit in the nearest subject area.
- f) PLA credits do not satisfy the residency requirements. See the residency requirements, below.
- g) Kean will maintain a webpage dedicated to PLA credits, which will include equivalencies, instructions, and procedures. This information will also be included in the college catalog.

- h) If awarded, credit for prior learning may not be included in the student's GPA recalculation, will not count toward minimum requirements for letter-graded work, cannot duplicate any previously awarded credit, and cannot be used to satisfy University residency requirements.
  - i) Kean University reserves the right to maintain a differential and responsive pricing structure for students enrolled through its Kean Online, and Continuing and Professional Education pathways, based on to-be-developed criteria to ensure affordability, accessibility, and responsiveness to changing needs and circumstances.
- 3) Residency Requirements**
- a) Students must take a minimum of 25% of their undergraduate credits at Kean University.
  - b) Students must complete at least 50% of the major requirements at Kean University. If the student elects any minor, collateral, or second major, 50% of those requirements must also be completed at Kean.
  - c) For all majors, minors, and collaterals, the 50% major requirement minimum is included in the 25%-degree threshold.
  - d) Only classes taken in residence ("institutional credit") at Kean University may be used to satisfy the residency requirement. Transfer credit, prior learning assessment credit, and other forms of credit will not satisfy the residency requirement.
  - e) If more than 89 credits of transfer credit are awarded, those credits may satisfy various degree and registration requirements, but they do not supersede the residency requirements above. Thus, such students may complete their undergraduate careers well in excess of 120 total credits.
- 4) PLA Transfer Policy**
- a) Kean University will not accept transfer credit based on prior learning assessment if it is determined that the originating institution has not provided sufficient information to justify applying that credit to the student's degree program or to permit Kean University to establish a credit equivalency.
  - b) Kean University may accept credit based on PLA if supporting documentation provided by the originating school is deemed acceptable according to current federal, state, and accreditation standards.
  - c) Transfer credit will only be awarded from institutions listed on the application at the point of admission. Any institutions not listed, will nullify the potential transfer of those credits.
  - d) In order to be accepted, PLA credit must be transcribed as course analogs with specific course titles included.
- 5) Methods of PLA**
- a) Credit-by-Exam
    - i) College Level Examination Program
      - (1) The College Board offers testing through the College-Level Examination Program (CLEP).
      - (2) CLEP credit will be awarded if it has previously been accepted and transcribed by another accredited college or university or if an official report is sent from the College Board to Kean University.
      - (3) CLEP credit does not fulfill a requirement that needs to be completed with a grade higher than C.
    - ii) Advanced Placement

- (1) Kean grants credit to students who have successfully completed Advanced Placement courses in high school and who have passed the Advanced Placement (AP) Examination of the College Board with a grade of 3 or higher (with some exceptions that require a 4 or higher).
- iii) International Baccalaureate
  - (1) Students attending high schools that participate in the International Baccalaureate (IB) Diploma Program (DP) or the Career-related Program (CP) may receive college credit. Students who pass the high level (HL) International Baccalaureate (IB) Examination(s) with a score of 5 or higher will ordinarily receive 3 credits. The specific courses for which credit would be awarded and the number of credits granted will be determined by the appropriate academic program. Students should submit official score reports to the Office of Admissions to begin the review process.
  - (2) Credits are added to the degree audit as credit by exam and will satisfy major requirements where applicable.
- iv) NYU Language Credit
  - (1) NYU Language tests are graded on a point basis. Credit will be articulated to the nearest available subject area and level at Kean University.
- v) DANTES/DSST
  - (1) Kean University grants credit to students who have successfully completed the DANTES/DSST (Defense Activity for Non-Traditional Education Services/Subject Standardized Test) with a score of 3 or better.
- vi) Exams from Accredited Institutions
  - (1) Kean University will offer its own standardized university-level credit-by-exam suite: Kean Assessment Tests/Exams (KATexams™) and grants credit to students upon successful completion.
  - (2) Kean University grants credit to students who have successfully completed standardized university-level credit-by-exam programs at accredited institutions.
- b) Non-Academic Programs
  - i) American Council on Education (ACE)
    - (1) The American Council on Education (ACE) is the nationally recognized leader in the evaluation of workforce and military training, providing standards, practices, and tools. An ACE recommendation certifies that a nontraditional course or exam meets requirements to transfer as college credit. Kean University considers their recommendation to determine equivalencies.
    - (2) Kean will establish credit equivalencies for any ACE certified courses, exams, and other nontraditional programs and maintains the equivalencies on the University website.
    - (3) ACE certified courses, exams, and other nontraditional programs will only be eligible to earn credit if they have an active certification.
    - (4) Students who wish to leverage ACE credit recommendations must first establish a record of their courses or exams with the ACE by using Credly's Acclaim Platform. Once the student has submitted their records, the Admissions Office will work with the appropriate

academic department to determine the equivalency, if an equivalency does not already exist.

ii) National College Credit Recommendation Service (NCCRS)

- (1) The National College Credit Recommendation Service is a program sponsored by the Board of Regents of the University of the State of New York, and evaluates training and education programs offered outside the traditional classroom setting. Kean University considers their recommendations to determine equivalencies.
- (2) Kean will establish credit equivalencies for any NCCRS certified courses, exams, and other nontraditional programs and maintains the equivalencies on the University website.
- (3) NCCRS certified courses, exams, and other nontraditional programs will only be eligible to earn credit if they have an active certification
- (4) Students who wish to leverage NCCRS credit recommendations must submit proof of having completed a reviewed program. Once the student has submitted their records, the Admissions Office will work with the appropriate academic department to determine the equivalency if an equivalency does not already exist.

iii) Kean University Non-Academic Program Review

- (1) A Kean University Non-Academic Program Review is a process for determining the verifiable presence of college-level learning within structured experiences, licenses, and credentials that sit outside of a formal academic setting. Once a non-academic program has been reviewed, approved, and equated to Kean University credits, any student who can provide documentation that substantiates participation in that non-academic program can be awarded credit.
- (2) Internal or external constituents can initiate a request. The requestor will work with the Office of the Vice President of Transformational Learning to ensure that the request is appropriate and not in conflict with other University initiatives.
- (3) A review will not be considered if the target program has already been evaluated by the National College Credit Recommendation Service (NCCRS), or the American Council on Education (ACE).
- (4) The process for the review is detailed in the Kean University Non-Academic Program Review Process Document
- (5) After a review has been successfully completed and approved by the Office of the Provost, the Office of the Vice President of Transformational Learning and the Office of the Registrar will establish credit equivalencies and maintains the equivalencies on the University website.

iv) Joint Service Transcript

- (1) Kean University awards credit for military experience. Students with a minimum of one year of active duty in and an honorable discharge from the U.S. Armed Services will receive four semester hours of general university elective credit provided they submit a copy of their

DD214 or Joint Services Transcript to Kean University's Office of Veteran's Affairs.

- (2) Additional credit for military educational experience may be granted based on recommendations found in A Guide to the Evaluation of Educational Experience in the Armed Services. Kean University awards 1000- or 2000-level elective credit only for courses evaluated and recommended as upper-division by the American Council on Education (ACE). Students seeking credit must submit an official Joint Services Transcript to Kean University's Office of Veteran's Affairs.
  - (3) In either case, the Office of Veteran's Affairs will recommend equivalencies to Kean courses and submit the recommendations to the Office of the Registrar for final review and posting. In some cases where equivalencies do not already exist, the Office of Veteran's Affairs will consult the appropriate academic program for their guidance.
- v) Portfolio Assessment
- (1) A portfolio assessment is a process by which students may earn credit for non-credentialed learning that has occurred outside of a traditional classroom or formal learning experience.
  - (2) Through a combination of a personal narrative and relevant artifacts, the student must demonstrate evidence of having conclusively met the learning objectives for a particular Kean University course.
  - (3) Once submitted, their portfolio is evaluated by a representative from the appropriate academic department. If conclusive evidence can be found, the student will be awarded credit for the targeted Kean University course.

## **V. Resources**

Kean University Registrar Form and Policies:

<https://www.kean.edu/offices/registrars-office/registrars-forms-and-policies>

Kean University Office of Admissions:

<https://www.kean.edu/offices/admissions/contact-admissions>

**KEAN UNIVERSITY  
UNION, NEW JERSEY**

**RESOLUTION AUTHORIZING THE UNIVERSITY TO RESTRUCTURE TUITION AND FEES FOR  
CERTAIN COHORT AND SPECIAL GRADUATE PROGRAMS EFFECTIVE FALL 2024**

- WHEREAS: Kean University has developed and successfully administered competitive and noteworthy education programs at the graduate level to the benefit of both students and the university; and
- WHEREAS: For many years, the Board of Trustees authorized certain graduate programs to operate on a flat-rate or modified tuition schedule that was deemed necessary to build program support and attract students. These programs rates were identified and adopted annually via public resolution establishing “Cohort and Special Graduate Program Rates”; and
- WHEREAS: Some graduate programs authorized to use the flat-rate and modified tuition schedule also did not differentiate between in-state and out-of-state students, and thus charged just one rate for students regardless of their state of origin; and
- WHEREAS: A comprehensive analysis undertaken by the University’s Division of Finance, under the guidance of the Chief Financial Officer, has determined the current flat-rate and modified structure for these specialty programs is not beneficial to the University or students, and in some cases makes Kean’s signature programs less competitive; and
- WHEREAS: The CFO reviewed this analysis with the Finance and Audit Committees of the Board at several sessions, and made recommendations for revising and updating the tuition and fees structure for all graduate programs including specialty graduate programs;
- WHEREAS: The proposed changes in the tuition and fee structure also were discussed with the Provost, Dean, Chairs and program directors in the graduate programs to ensure any proposed changes would keep the programs viable and enhance recruitment; and
- WHEREAS: The Board of Trustees recognizes the importance of aligning graduate tuition rates with program costs, market dynamics and the evolving landscape of higher education; and acknowledges the necessity of implementing strategic changes to the graduate tuition rates to ensure the University’s competitiveness and financial sustainability; now, therefore, be it

RESOLVED: The Board of Trustees authorizes the following changes to the graduate tuition rate structure effective Fall 2024:

1. **Transition to Per-Credit Tuition Structure for All Programs:**
  - The University will eliminate the current flat-rate tuition structure for all graduate programs, with the exception of some specialty programs. The change to a per-credit basis will provide greater flexibility and transparency, allowing students to pay for the exact number of credits they enroll in. This adjustment ensures that the cost of education is closely tied to the academic needs of individual students, promoting efficiency and fairness across all disciplines.
2. **Tuition Adjustments for Cohorts and Specialty Programs:**
  - In recognition of the unique characteristics and costs of certain programs, the University will implement tuition adjustments over the next 5 years for new incoming cohorts, starting from Fall 2024. This phased approach will allow for a tiered transition and provide students with adequate notice. The adjustments will be based on program-specific factors, ensuring that the pricing structure aligns with the value and quality of education provided.
3. **Introduction of Out-of-State Rates for Programs Currently Exempt:**
  - Effective Fall 2024, the University will introduce out-of-state tuition rates for some specialty programs that currently do not have such rates. This change will apply exclusively to new incoming cohorts, providing an equitable approach to tuition for both in-state and out-of-state students.

RESOLVED: The Board authorizes the President and/or the CFO to implement the restructuring of graduate tuition and fees and to report to the Finance and Audit Committees at its annual June meeting on the implementation of these revisions.

RESOLUTION

ADOPTED: December 2, 2023

DULY

CERTIFIED: December 2, 2023



---

Audrey M. Kelly  
Executive Director to the Board of Trustees

**KEAN UNIVERSITY  
UNION, NEW JERSEY**

**RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR CAMPUS SECURITY SERVICES TO  
STERLING SECURITIES LLC**

- WHEREAS: The Kean University Act, N.J.S.A. 18A:64O-1, et seq. (“Kean Act”) requires a resolution from the Kean University Board of Trustees to enter into contracts and agreements for the operation of the University; and
- WHEREAS: The Kean University Board of Trustees is authorized to act at any regular or special Board meeting to award publicly advertised contracts to the responsible bidders whose bids, conforming to the invitation for bids, will be most advantageous to the University, price and other factors considered; and
- WHEREAS: Kean University requires the use of security services to supplement the work of campus police and keep the University community, particularly its students, safe and secure; and
- WHEREAS: Kean University advertised, received and reviewed all bids submitted by companies for Bid No. K23-6-21-1 Unarmed Security Guard Services; now, therefore, be it
- RESOLVED: The Kean University Board of Trustees approves the award and execution of a contract with **STERLING SECURITIES LLC, 466 BLOOMFIELD AVENUE, NEWARK, N.J. 07107** for unarmed security guard services effective January 1, 2024 at rates of \$ 29 per hour for Guard I (Security Guard) and \$31 per hour for Guard II (Supervisor); and, be it further
- RESOLVED: The Board of Trustees authorizes an annual expenditure not to exceed **TWO MILLION DOLLARS (\$2,000,000)** for these services, and directs that Board approval be obtained if the cost of these services will exceed this annual appropriation; and, be it further
- RESOLVED: The Board of Trustees further authorizes the University to renew this contract for a maximum of two (2) additional years at these rates, provided an annual assessment of services and costs is performed by the University and only if those assessments are satisfactory to the University; and, be it further
- RESOLVED: The Kean University Board of Trustees hereby authorizes the President and/or his designee to execute any and all necessary contract documents on Kean University's behalf.

RESOLUTION

ADOPTED: December 2, 2023

DULY

CERTIFIED: December 2, 2023



---

Audrey M. Kelly  
Executive Director to the Board of Trustees

**KEAN UNIVERSITY  
UNION, NEW JERSEY**

**RESOLUTION AUTHORIZING THE USE OF KEAN EDUCATIONAL AFFILIATION NETWORK  
RATES FOR QUALIFIED ADULT AND DEGREE COMPLETION STUDENTS**

WHEREAS: The Kean University Board of Trustees has been given the responsibility for establishing tuition and fees under the Higher Education Restructuring Act of 1994; and

WHEREAS: The Kean University Board of Trustees must consider and act upon recommendations for the modification of tuition and fees; and

WHEREAS: The Board of Trustees, in support of the “Some College, No Degree” initiative in New Jersey, has adopted a policy that provides for prior learning assessment and non-academic credential reviews as a means of re-engaging some of the more than 750,000 New Jersey residents in this category with higher education; and

WHEREAS: The University also strives to provide adult learners in this category with access to degree completion in a strictly online environment at a cost that is neither prohibitive nor a barrier to their future success; and

WHEREAS: The University defines adult learners--those eligible for participation in this program—as meeting all of the following requirements:

- 25 years or older
- At least one year removed from Kean’s legacy student enrollment status
- Considered working adults with full-time jobs and/or prior work experience
- Eligible to transfer up to 90 credits, including those determined through Prior Learning Assessment methods
- Either “net new” to the University (a vast majority) or lapsed students who, without a special program and pathway, would not otherwise consider returning to Kean

and,

WHEREAS: The Board of Trustees previously established a “Kean Network” Tuition Discount Rate of 20% off published tuition rates for certain Kean Online cohorts from corporations, non-profits and other established organizations interested in providing working professionals with access to a Kean education; and

WHEREAS: The University administration requests the same Kean Network discount be authorized for qualified adult learners, as defined by this resolution, who return to Kean Online in pursuit of an undergraduate degree in Liberal Studies; now, therefore, be it

RESOLVED: The Board of Trustees authorizes the University to apply the Kean Educational Affiliation Network (KEAN) discount of 20% off the published Kean Online tuition rates for adult learners who enroll in the online degree completion program in Liberal Studies; and, be it further

RESOLVED: The Board of Trustees also waives fees for these students, recognizing such students will attend college only in an online environment and as such will not require access to campus amenities and facilities; and

RESOLVED: The Board directs the President and/or his designee to take any and all steps necessary to effectuate the terms of this resolution, and to report back to the Board annually on the progress of this initiative at the June Finance Committee meeting.

RESOLUTION

ADOPTED: December 2, 2023

DULY

CERTIFIED: December 2, 2023



---

Audrey M. Kelly

Executive Director to the Board of Trustees

**KEAN UNIVERSITY  
UNION, NEW JERSEY**

**RESOLUTION AUTHORIZING THE UNIVERSITY TO CONTRACT WITH FIRMS FOR ON-CALL ARCHITECTURAL, DESIGN, ENGINEERING AND ENVIRONMENTAL SERVICES FOR VARIOUS RENOVATION AND CONSTRUCTION PROJECTS**

WHEREAS: The Kean University Act, N.J.S.A. 18A:64O-1, et seq (“Kean Act”) requires a resolution from the Kean University Board of Trustees to approve contracts for the operation of the University; and

WHEREAS: Kean University issued a Request for Proposals (RFP) for On-Call Professional Services #K23-1-26-2 to solicit qualified firms for architectural, design, engineering and environmental services in connection to various renovation and construction projects at the University; and

WHEREAS: Kean’s Vice President for Campus Planning and the Director of Purchasing have reviewed the RFP responses and identified a pool of firms who meet the requirements to be prequalified for projects and task orders issued for up to \$500,000 per project; now, therefore, be it


RESOLVED: The Kean University Board of Trustees authorizes the President or his designee to pre-qualify for various architectural, engineering contracts the firms selected by the Vice President for Campus Planning and the Director of Purchasing following a review process and identified on Attachment A; and, be it further

RESOLVED: The board authorizes these on-call contracts for a period of three (3) fiscal years, with the possibility of up to two (2), one-year extensions; as such, these firms will be eligible to receive individual task orders issued up to \$500,000 per project commencing in Fiscal Year 2024 and ending at the close of Fiscal Year 2027 or Fiscal Year 2029, if so desired by the University; and, be it further

RESOLVED: The President and/or his designee will report to the Facilities and Maintenance Committee of the Board of Trustees annually on projects and expenditures undertaken in accordance with this Resolution.

RESOLUTION  
ADOPTED: December 2, 2023

DULY  
ADOPTED: December 2, 2023

  
\_\_\_\_\_  
Audrey M. Kelly  
Executive Director to the Board of Trustees

## Attachment A

### ON-CALL PROFESSIONAL SERVICES K23-1-26-2

#### CATEGORY 1: ARCHITECTURAL AND ENGINEERING SERVICES

##### Subcategory 1A: Projects less than \$125,000

1. Bergmann
2. Buckl Architects
3. Clarke Caton Hintz
4. Concord Engineering
5. Di Cara Rubino Architects
6. DRG Architects
7. Hillmann Consulting
8. JRS Architect, P.C.
9. LAN Associates
10. Mitchell Giurgola
11. MKW + Associates LLC
12. Musial Group P.A.
13. Netta Architects
14. NK Architects, P.A.
15. PZS Architects, LLC
16. RSC Architects
17. Spiezle
18. SSP Architects
19. WRNS Studio

##### Subcategory 1B: Projects between \$125,000 and \$500,000

1. Bergmann
2. Buckl Architects
3. Clarke Caton Hintz
4. Concord Engineering
5. Di Cara Rubino Architects
6. DIGroup Architecture
7. DRG Architects
8. Hillmann Consulting
9. JRS Architect, P.C.
10. LAN Associates
11. Mitchell Giurgola
12. MKW + Associates LLC
13. Musial Group P.A.
14. Netta Architects
15. NK Architects, P.A.
16. PZS Architects, LLC
17. RSC Architects
18. Spiezle
19. SSP Architects
20. WRNS Studio

**CATEGORY 2: ENGINEERING ONLY SERVICES****Subcategory 2A: Projects less than \$125,000**

1. Bergmann
2. CME Associates
3. Concord Engineering
4. E&LP Associates, Inc.
5. Hillmann Consulting
6. KS Engineers, P.C.
7. Mitchell Giurgola
8. Musial Group P.A.
9. Pennoni
10. PZS Architects, LLC
11. Remington & Vernick Engineers
12. T&M Associates

**Subcategory 2B: Projects between \$125,000 and \$500,000**

1. Bergmann
2. CME Associates
3. Concord Engineering
4. E&LP Associates, Inc.
5. Hillmann Consulting
6. KS Engineers, P.C.
7. Mitchell Giurgola
8. Musial Group P.A.
9. Neglia Group
10. Pennoni
11. PZS Architects, LLC
12. Remington & Vernick Engineers
13. T&M Associates

**CATEGORY 3: ENVIRONMENTAL SERVICES Projects up to \$500,000**

1. Bergmann
2. CME Associates
3. Concord Engineering
4. E&LP Associates, Inc.
5. Hillmann Consulting
6. LAN Associates
7. Mitchell Giurgola
8. Musial Group P.A.
9. PZS Architects, LLC
10. Remington & Vernick Engineers
11. T&M Associates
12. Tectonic

**KEAN UNIVERSITY  
UNION, NEW JERSEY**

**RESOLUTION AUTHORIZING THE UNIVERSITY TO CONTRACT WITH DESESA ENGINEERING CO. FOR THE  
EAST CAMPUS BOILER PROJECT Bid No. K23-5-9-1**


- WHEREAS: The Kean University Act, N.J.S.A. 18A:64O-1, et seq. (“Kean Act”) requires a resolution from the Kean University Board of Trustees to approve contracts for the operation of the University; and
- WHEREAS: The Kean University Board of Trustees is authorized to act at any regular or special Board meeting to award publicly advertised contracts to the responsible bidder whose bid, conforming to the invitation for bids, is most advantageous to the University, price and other factors considered; and
- WHEREAS: Kean University requires the use of engineering services for the East Campus Boiler Replacement Project; and
- WHEREAS: Kean University has advertised, received and reviewed all bids submitted by companies for the Project; and
- WHEREAS: Upon review of all submitted bids, the University determined DeSesa Engineering Co., to be the lowest responsible Bidder whose bid conforms to the invitation for bids and is most advantageous to the University; now, therefore, be it
- RESOLVED: The Kean University Board of Trustees approves the award of a contract with **DeSesa Engineering Co., 83 Dorsa Ave, Livingston, New Jersey 07039** in an amount not to exceed One- Million-Five-Hundred-Ninety-Thousand-Dollars (**\$1,590,000.00**) with up to 20 percent additional in contingency if needed. No alternates or allowances are awarded for this project; and, be it further
- RESOLVED: The Kean University Board of Trustees hereby authorizes the President and/or his designee to take such actions as may be necessary or required to implement this Resolution.

RESOLUTION

ADOPTED: December 2, 2023

DULY

CERTIFIED: December 2, 2023

  
\_\_\_\_\_  
Audrey M. Kelly  
Executive Director to the Board of Trustees

**KEAN UNIVERSITY  
UNION, NEW JERSEY**

**RESOLUTION ADVISING THE PUBLIC THAT THE KEAN UNIVERSITY  
BOARD OF TRUSTEES WILL HOLD AN EXECUTIVE SESSION  
SATURDAY, DECEMBER 2, 2023 WHICH SHALL BE CLOSED TO THE PUBLIC**

WHEREAS: The Open Public Meetings Act allows certain matters to be reserved for discussion in a closed meeting; and

WHEREAS: The Board is required to advise the public in advance as to the subjects to be reserved for a closed meeting and when the discussion can be disclosed to the public; now, therefore, be it

RESOLVED: The Board of Trustees will hold an Executive Session which shall be closed to the public on Saturday, December 2, 2023, to consider real estate negotiations and personnel matters; and, be it further

RESOLVED: The minutes of these matters will be divulged at a point in time when the underlying reasons for confidentiality are no longer present.

RESOLUTION  
ADOPTED: December 2, 2023

DULY  
CERTIFIED: December 2, 2023



---

Audrey M. Kelly  
Executive Director to the Board of Trustees

**KEAN UNIVERSITY  
UNION, NEW JERSEY**

**RESOLUTION APPROVING THE PURCHASE OF REAL PROPERTY LOCATED  
AT 1085 MORRIS AVENUE, UNION, NEW JERSEY FROM LIBERTY HALL JOINT  
VENTURE LLC**

- WHEREAS: The Kean University Board of Trustees has the power to acquire real property which is necessary or desirable for University purposes; and
- WHEREAS: Kean University has identified real estate, totaling approximately 7.2 acres, located on Kean Drive in Union Township, New Jersey amid other academic and historic properties owned by Kean University that would be a suitable location for planned academic and public service initiatives;
- WHEREAS: Liberty Hall Joint Venture LLC is the owner of this real estate, which is part of a condominium unit in which Kean University currently holds a 30% interest in common elements; and
- WHEREAS: The property appears on the Official Tax Map of the Township of Union as Block 101, Lot 4.0101, qualifier C0101 and is inclusive of a 210,000 sq. ft. office building, a 679-space parking deck, 137 spots of surface parking, as well as the seller's 40% interest in the common elements; and
- WHEREAS: Following appraisal, due diligence and extensive negotiations, Kean University and seller have agreed to a purchase price of \$28 million for the property and its interest in the common elements; and
- WHEREAS: The University has secured Coronavirus State and Local Fiscal Recovery (CSFRS) from the state of New Jersey to support both the purchase of the property and planned renovations; and
- WHEREAS: The University apprised the Office of the Governor of New Jersey, the leadership of New Jersey's Legislature, the Office of the State Comptroller and the Office of the Secretary of Higher Education of its plans for the purchase of real property in compliance with N.J.S.A. 18A:3B-6.2; and
- WHEREAS: The Board of Trustees has determined that it is in the best interest of Kean University to acquire this real estate, its facilities and its related interest in the common elements of the condominium association upon such terms and conditions as the parties may negotiate; now, therefore, be it

RESOLVED: The Kean University Board of Trustees approves the purchase of real estate described herein from Liberty Hall Joint Venture LLC; and, be it further

RESOLVED: The Board authorizes the President and/or his designee to take any and all necessary and appropriate actions to complete the negotiations and conditions of the purchase in the best interests of the University and to pay a purchase price not to exceed \$28 million and such closing costs as may be required; and, be it further

RESOLVED: The Board authorizes the President and/or his designee to execute and deliver any and all documents, and to take such other actions as may be necessary or appropriate to implement the purchase on behalf of the Board.

RESOLUTION

ADOPTED: December 2, 2023

DULY

CERTIFIED: December 2, 2023



---

Audrey M. Kelly  
Executive Director to the Board of Trustees

**KEAN UNIVERSITY  
UNION, NEW JERSEY**

**RESOLUTION AUTHORIZING THE UNIVERSITY TO PURSUE SHORT-TERM FINANCING  
FOR THE IMPLEMENTATION OF THE ELLUCIAN SaaS PLATFORM**

WHEREAS: The Kean University Board of Trustees must authorize any and all requests by the University to borrow money; and

WHEREAS: Kean University has identified an opportunity to secure short-term financing for the implementation of a major upgrade to one of its critical information system platforms, known as Ellucian SaaS platform; and

WHEREAS: The University's Chief Financial Officer (CFO) and the division of finance recommend that the University pursue short-term financing to support the implementation of the Ellucian SaaS platform; and

WHEREAS: The CFO reviewed short-term borrowing opportunities to support this project, and now recommends the University borrow approximately \$1 million through First American, and RBC/City National Company, to support the implementation of the Ellucian SaaS platform; and


WHEREAS: If approved, the financing would be drawn down as needed over a two-year implementation period and repaid over a five-year period; now, therefore, be it

RESOLVED: The Kean University Board of Trustees does hereby authorize the University to pursue short-term borrowing of approximately \$1 million with First American to support the implementation of the Ellucian SaaS platform; and, be it further

RESOLVED: The Board authorizes the President and/or his designee to execute and deliver any and all documents, and to take such other actions as may be necessary or appropriate, to execute this financing.

RESOLUTION  
ADOPTED: December 2, 2023

DULY  
CERTIFIED: December 2, 2023

  
\_\_\_\_\_  
Audrey M. Kelly  
Executive Director to the Board of Trustees