



KEAN FEDERATION OF TEACHERS

An Association of Professors, Professional Staff and Librarians

Local 2187, American Federation of Teachers

Kean University, Union, N.J. 07083

Phone 908 737-3925 Fax 908 737-3929

Letter of Agreement (LOA) # 170

**Chairperson & Associate Chairperson
Compensation for Summer 2023**

MEMORANDUM OF AGREEMENT # ____
KEAN FEDERATION OF TEACHERS, LOCAL 2187
-and-
KEAN UNIVERSITY

WHEREAS, Kean University (“the University”) is transitioning from schools run by appointed managers to departments headed by faculty elected as Chairpersons.

WHEREAS, the University community is preparing for the implementation of departments and the election of Chairpersons for Fall 2023. Although most of the transition is taking place in September 2023, there have already been several conversions to departments in the 2022-2023 academic year.

WHEREAS, as Chairpersons and Associate Chairpersons hold their 10-month faculty titles, compensation for work during the summer months shall be provided through separate contracts at the applicable summer session rate per semester credit hour.

IT IS ON THIS DAY OF _____, 2023, the University and the Kean Federation of Teachers, Local 2187, (the Union) **HEREBY AGREE AS FOLLOWS**:

1. The intent of this Memorandum of Agreement is to address the Summer 2023 compensation for the current Chairpersons and Associate Chairpersons.
2. Depending on the individual needs of the department, Chairpersons shall maintain academic oversight of their programs during summer months, performing the specific duties and general responsibilities as outlined in the established Department Chairperson job description. Associate Chairs traditionally assist Chairpersons based on an agreed division of the work.
3. Department Chairpersons with terms effective during Spring 2023, and those with pre-existing terms, shall receive a minimum of six (6) TCH of compensation in Summer 2023.
4. Associate chairs with terms effective in Summer 2023, and those with pre-existing terms shall receive a minimum of three (3) TCH of compensation in Summer 2023.
5. Department Chairpersons and Associate Chairpersons should be on campus for any required in-person meetings and advisement sessions that require an on-site presence. Where appropriate the Associate Chair can serve as a substitute.
6. In recognition that faculty will also be attending to other personal and professional obligations including research during the summer months, it is expected that Department Chairpersons and Associate Chairpersons will have planned time off. The Chairpersons’ Summer 2023 schedules, including most planned time away, shall be provided to the Dean by no later than June 30, 2023.
7. Chairpersons and Associate Chairpersons will provide consistent departmental coverage throughout the entire summer.
8. Chairpersons and Associate Chairpersons will ensure that there is coverage from August 14, 2023, through August 31, 2023. Any time off during this period should be scheduled in consultation with the Dean to ensure that the students’ needs are met. Where appropriate the Associate Chair can serve as a substitute for the Chair.
9. The parties agree that this Memorandum of Agreement shall expire on September 1, 2023.

10. This Memorandum of Agreement shall not be deemed to set a precedent and shall not be cited in any other forum for any purpose except to enforce its terms.

11. This Memorandum of Agreement shall not serve to modify the parties Collective Negotiated Agreement.

FOR THE UNIVERSITY:

FOR THE UNION:

Zahire D. Estrella-Chambers
Zahire D. Estrella-Chambers (May 25, 2023 15:54 EDT)

Frank Argote-Freyre
Frank Argote-Freyre (May 25, 2023 15:42 EDT)

Date: May 25, 2023

May 25, 2023