



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) # 182

Compensation for Interdisciplinary (ID)
Minors Program Development

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

WHEREAS, the Office of the Provost and Senior Vice President for Academic Affairs is accepting candidates for Kean’s Interdisciplinary Minors Program Developer positions.

WHEREAS, the Interdisciplinary Minors Program Developer will add value to Kean’s academic offerings by utilizing faculty expertise to offer an innovative curriculum attractive to students and recognizable by employers and graduate and professional programs.

WHEREAS, the role of the Interdisciplinary Minor Program Developer is to create and implement the educational objectives, and proposed outcomes. The assignment is completed in coordination with the IDS director.

WHEREAS, for academic year 2024-2025 the goal of the Interdisciplinary Minors Program Developer is to prepare curriculum and program documents, including Student Learning Outcomes, Assessment plans, and curriculum sheets, consistent with Kean’s curriculum process, advance these courses and programs through the curriculum process and support the inclusion of these courses and minor degrees in the Kean Undergraduate catalog.


IT IS ON THIS DAY OF _____, January 2025, 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 set the compensation for the Interdisciplinary Minors Program Developer (“Developer”) participating in non-teaching duties to be completed between September 1, 2024 and March 31, 2025, not including the winter session.
2. The non-teaching duties will be performed between September 1, 2024 and March 31, 2025. No work is expected during the winter break or winter session
3. The Developer shall receive 2 TCH for the period of September 1, 2024 and March 31, 2025. The Developer’s tasks will be the following:
 - Coordinate curriculum revisions and work with program-affiliated faculty to develop new curriculum, both courses and minor program documents, as needed.
 - Update student reference materials such as guide sheets and catalogs.
 - Collaborate with curriculum and other program committees and coordinate meetings of program faculty as appropriate.
 - Coordinate with Academic Departments about curricular options.
4. Individuals who chose to serve as Kean Interdisciplinary Minor Developers are not obliged to serve as coordinators for the minor they develop.
5. For Lecturers offered a role: Pursuant to Section IV of the November 14, 2023, Lecturers Agreement (“Lecturers Agreement”), starting in the Fall semester the basic teaching load shall be no more than 16 TCH within load per semester. The University has taken into consideration the Lecturers November 2023 Agreement. Depending on whether the lecturers have reached the maximum of 16 TCH in the Fall semester, the Dean shall, in coordination with the lecturer discuss


whether the lecturer will receive in load teaching credits or overload teaching credit hours pursuant to the Lecturers Agreement.

6. This Letter of Agreement only addresses the Interdisciplinary Minor Program Developers' specific non-teaching assignments completed in academic year 2024-2025. The compensation agreed to in this Letter of Agreement shall not be deemed to set a precedent for future non-teaching assignments completed by the Interdisciplinary Minor Program Developers.
7. This Letter of Agreement shall expire on March 31, 2025.
8. This Letter 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.
9. This Letter of Agreement shall not serve to modify the parties Collective Negotiated Agreement.

FOR THE UNIVERSITY:


Zahire D. Estrella-Chambers (Jan 15, 2025 19:34 EST)
Zahire D. Estrella-Chambers
Date: Jan 15, 2025

FOR THE UNION:


C. Brid Nicholson (Jan 15, 2025 19:04 EST)
Catherine Brid Nicholson
Date: Jan 15, 2025