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**Meeting Minutes – April 12, 2017**

**STEM, Room 501**

- Meeting called to order at 1pm.
- Draft of 2017 QFI materials distributed, recommendation of mid-June for submissions agreed upon.
- Discussion of Middle States PRR report.
- All members were requested to review and submit feedback via the Qualtrics form and self-identify as a UPC member.
- Confirmed that Kean's formatting is consistent with other universities PRR's.
- Feedback due by April 18, close of business.
- Commendation and recognition of the many participants on the UPC and across the University for the countless hours of work that went into the creation of the PRR.
- Senate will be reviewing the draft and submitting their recommendations.
- Prof. Ippolito moved to formally receive the PRR on behalf of the UPC, Barbara Lee seconded the motion.
- Institutional Research is in the process of reviewing and confirming all enrollment figures within the report.
- All comments submitted via Qualtrics will be used internally in support of the ongoing revisions towards the final PRR.
- Question raised about the pension liability section, specifically the GASB laws. VP Brennan provided an explanation that the State of New Jersey mandated this new reporting requirement which moves pension liability from the State to the individual colleges and universities. State is still obligated to pay, however, it is now off their books.
- Recommendations made about proper formatting and financial liability sections.
- Discussions around high school projections compared to projected enrollment.
- Discussion about using a 15 year average as opposed to a 5 year average; this is an industry standard.
- It was noted that community college enrollment has seen a decrease over the past year and the potential impact at Kean in future years.
- An example was offered in reference to enrollment and the College of Education's and more stringent graduation and certification requirements which may have a further impact on future enrollment.
- The Board of Trustees have been provided with the draft and will be making their recommendations.
- Question raised if the draft was circulated to students, confirmed it was not but was subsequently shared with the current student body.
- Verification of compliance report is also being submitted
- Meeting adjourned at 2:03 pm.

*Respectfully submitted,  
Chad Austein, Vice-Chair*



### Attendance

<u>Division/Appt</u>	<u>Unit</u>	<u>Name</u>	<u>Attendance</u>
Chair	College of Liberal Arts	Suzanne Bousquet	X
Vice-Chair	Enrollment Management	Chad Austein	X
President appt	Physical Ed, Recreation, & Health	Jessica Adams	X
University Senate CHSS	Department of History/CHSS	Christopher Bellitto	
KFT President	Chem. & Physics	James Castiglione	
VP Operations	VP Operations	Philip Connelly	
<i>Ex Officio</i>	Office of Accreditation and Assessment	Susan DeMatteo	X
University Senate CBPM	Department of Criminal Justice	James Drylie	X
University Senate CVPA	Theatre	Rachel Evans	X
Campus Planning	Campus Planning & Facilities	Tracie Feldman	
CWA	Facilities & Campus Planning	Joe Gasparro	
VP Institutional Advancement	Kean University Foundation	Tonya Hall	
President appt	Associate VP Academic Affairs Wenzhou Kean	Holger Henke	
University Senate Chair	Elementary & Bilingual Education	Patrick Ippolito	X
University Senate NJSTEM	NJ Center for STEM	David Joiner	X
Kean University Foundation	Office of the President	Audrey Kelly	X
President appt	Acting Associate VP, Kean Ocean	Steve Kubow	
University Senate COE	College of Education	Barbara Lee	X
VP Student Affairs	University Center	Kerrin Lyles	



# KEAN

## University Planning Council

VP Operations	Information Technology	Joseph Marinello	
University Senate NWGC	Counselor Education	Barry Mascari	X
VP Enrollment Management	Enrollment Management	Marsha McCarthy	X
University Senate MGC	Michael Graves College	David Mohney	X
University Senate NAHS	Computer Science	Patricia Morreale	X
VP Student Affairs	VP Student Affairs	Janice Murray-Laury	X
IFPTE President	Facilities & Maintenance	Steve Pinto	
President appt.	Liberty Hall	Bill Schroh	
KUAFF Appointment	Department of History	Steven Shaffer	X
<i>Ex Officio</i>	Institutional Research	Shiji Shen	X
VP Academic Affairs	Academic Affairs	Jeff Toney	
President appt	Special Council, Office of the President	Felice Vazquez	X
VP Academic Affairs	Director, Kean Online	Corey Vigdor	
PBA	Campus Police	Ana Zsak	X
Undergraduate Student		Abby Gallego	