

Office of Human Resources Staff Directory

| NAME   | POSITION                          | EMAIL ADDRESS  | OFFICE PHONE | GENERAL AREA OF RESPONSIBILITY  |
|--|-----------------------------------|--|--------------|---|
| <b>Meaghan Lenahan</b>                                 | Acting Executive Director         | <a href="mailto:lenahanm@kean.edu">lenahanm@kean.edu</a>   | 908-737-3295 | Human Resources   |
| <b>BENEFITS</b>  |                                   |  |              |   |
| <b>Yrelys Tapanes</b>                                  | Director                          | <a href="mailto:ytapanes@kean.edu">ytapanes@kean.edu</a>   | 908-737-3313 | Benefits  |
| <b>Nicole Klein</b>                                    | Managing Assistant Director       | <a href="mailto:kleinni@kean.edu">kleinni@kean.edu</a>     | 908-737-3314 | Wellness at Work program  |
| <b>Tejal Talati</b>                                    | Professional Services Specialist  | <a href="mailto:ttalati@kean.edu">ttalati@kean.edu</a>     | 908-737-3301 | Compensation & Analytics/Reporting  |
| <b>Lorice Thompson-Greer</b>                           | Managing Administrative Assistant | <a href="mailto:lgreer@kean.edu">lgreer@kean.edu</a>       | 908-737-3309 | Leave of Absence, On-the-Job Injury, Requests for Accommodation due to Medical Reasons                    |
| <b>Tameeka Upshaw</b>                                  | Managing Administrative Assistant | <a href="mailto:tupshaw@kean.edu">tupshaw@kean.edu</a>     | 908-737-3308 | Tuition Waiver, DCRP enrollments, Purchase of Service, Loans, Withdrawal of Funds (from retirement plans) |
| <b>Diane Baldwin</b>                                   | Professional Services Specialist  | <a href="mailto:dbaldwin@kean.edu">dbaldwin@kean.edu</a>   | 908-737-3312 | State Health Benefits and Pensions  |
| <b>Jennifer Kim</b>                                    | Professional Services Specialist  | <a href="mailto:jakim@kean.edu">jakim@kean.edu</a>         | 908-737-3317 | Adjunct Employee Benefits   |
| <b>Paige O'brien</b>                                   | Professional Services Specialist  | <a href="mailto:poberrien@kean.edu">poberrien@kean.edu</a> | 908-737-3302 | Full time Benefits and Open Enrollment  |
| <b>EMPLOYEE RELATIONS AND HUMAN CAPITAL MANAGEMENT</b> |                                   |  |              |   |
| <b>Meaghan Lenahan</b>                                 | Director                          | <a href="mailto:lenahanm@kean.edu">lenahanm@kean.edu</a>   | 908-737-3295 | Employee Relations  |
| <b>Jonathan Alamo</b>                                  | Managing Assistant Director       | <a href="mailto:jkwiecin@kean.edu">jkwiecin@kean.edu</a>   | 908-737-5627 | Employee Relations & Performance Management   |
| <b>Lisa Lyle</b>                                       | Managing Assistant Director       | <a href="mailto:llyle@kean.edu">llyle@kean.edu</a>         | 908-737-3303 | Employee Relations & Performance Management   |
| <b>Linnette Guardamino</b>                             | Professional Services Specialist  | <a href="mailto:lguardam@kean.edu">lguardam@kean.edu</a>   | 908-737-3268 | Time & Attendance   |
| <b>Bryant Ramirez</b>                                  | Professional Services Specialist  | <a href="mailto:bramirez@kean.edu">bramirez@kean.edu</a>   | 908-737-3315 | Workday support & troubleshooting   |
| <b>Megan Robinson</b>                                  | Professional Services Specialist  | <a href="mailto:merobins@kean.edu">merobins@kean.edu</a>   | 908-737-3315 | Time & Attendance & Verification of Employment  |

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**RECRUITMENT**

|                         |                                  |  |              |  |
|-------------------------|----------------------------------|--|--------------|--|
| <b>Gina Kendra</b>      | Director                         | <a href="mailto:gkuensel@kean.edu">gkuensel@kean.edu</a> | 908-737-3304 | Recruitment  |
| <b>Allie Pluskota</b>   | Managing Assistant Director      | <a href="mailto:apluskot@kean.edu">apluskot@kean.edu</a> | 908-737-3306 | Classified & Professional Staff Recruitment; Classification/Reclassification |
| <b>Makenzie Carty</b>   | Professional Services Specialist | <a href="mailto:cartyma@kean.edu">cartyma@kean.edu</a>   | 908-737-3307 | Adjunct & Academic Specialist Hiring   |
| <b>Mariangel Garcia</b> | Professional Services Specialist | <a href="mailto:gamarian@kean.edu">gamarian@kean.edu</a> | 908-737-3313 | Student & Part-Time Hiring   |
| <b>Sierra McCrear</b>   | Professional services Specialist |  |              | Student & Part-Time Hiring   |

**PAYROLL**

|                       |                                  |  |              |  |
|-----------------------|----------------------------------|--|--------------|--|
| <b>Kate Garra</b>     | Director                         | <a href="mailto:kgarra@kean.edu">kgarra@kean.edu</a>   | 908-737-3173 | Payroll  |
| <b>Lepsia Aviles</b>  | Managing Assistant Director      | <a href="mailto:laviles@kean.edu">laviles@kean.edu</a> | 908-737-3171 | Payroll  |
| <b>Muhammad Iqbal</b> | Professional Services Specialist | <a href="mailto:miqbal@kean.edu">miqbal@kean.edu</a>   | 908-737-3174 | Payroll, Technical support   |
| <b>Ranee Pass</b>     | Program Assistant                | <a href="mailto:cpass@kean.edu">cpass@kean.edu</a>     | 908-737-5326 | Payroll, Self-Service Assistance for Tax Elections, Payment Elections and Activity Pay |