

HUMAN RESOURCES CONTACTS BY DEPARTMENT

Main Office 908-737-3300

Name	Position	Email	Phone	
Meaghan Lenahan	Acting Executive Director of Human Resources	lenahanm@kean.edu	908-737-3295	
BENEFITS				
Yrelys Tapanes	Director, Benefits	ytapanes@kean.edu	908-737-3313	
Diane Baldwin	Managing Assistant Director 2	dbaldwin@kean.edu	908-737-3312	State Health Benefits and Pensions
Jennifer Kim	Professional Services Specialist 4	jakim@kean.edu	908-737-3317	Adjunct Employee Benefits, Benefitsolver How to
Nicole Klein	Managing Assistant Director 2	kleinni@kean.edu	908-737-3314	Well-Being at Work Programs & Virgin Pulse, Carebridge
Tejal Talati	Professional Services Specialist 1	ttalati@kean.edu	908-737-3301	Compensation & Analytics/Reporting
Lorice Thompson-Greer	Professional Services Specialist 2 Administrative Services	lgreer@kean.edu	908-737-3309	Leave of Absence (family, medical, military, etc), On-the-Job Injury, Requests for Accommodation due to Medical Reasons
Tameeka Upshaw	Managing Administrative Assistant 1	tupshaw@kean.edu	908-737-3308	Tuition Waiver, DCRP enrollments, Purchase of Service, Loans, Withdrawal of Funds (from retirement plans)
Paige O'Brien	Professional Services Specialist 4 Administrative Services	pobrien@kean.edu	908-737-3302	Full-time Employee Benefits - enrollments
EMPLOYEE RELATIONS AND HUMAN CAPITAL MANAGEMENT				
Meaghan Lenahan	Director, Employee Relations and Human Capital Management	lenahanm@kean.edu	908-737-3295	
Linnette Guardamino	Professional Services Specialist 3	lguardam@kean.edu	908-737-3268	Time & Attendance
Lisa Lyle	Managing Assistant Director 2	llyle@kean.edu	908-737-3303	Performance Management- goal setting, disciplinary action, coaching
Bryant Ramirez	Professional Services Specialist 2	bramirez@kean.edu	908-737-3315	Workday support & troubleshooting
Megan Robinson	Program Assistant	merobins@kean.edu	908-737-3315	Time & Attendance
PAYROLL				
Kathleen Garra	Director, Payroll	kgarra@kean.edu	908-737-3173	
Lepsia Aviles	Managing Assistant Director 3	laviles@kean.edu	908-737-3171	Payroll
Muhammad Iqbal	Professional Services Specialist 3	miqbal@kean.edu	908-737-3174	Payroll, Technical support
Ranee Pass	Program Assistant	cpass@kean.edu	908-737-5326	Payroll, Self-Service Assistance for Tax Elections, Payment Elections and Activity Pay
RECRUITMENT				
Gina Kendra	Director, Recruiting	gkuensel@kean.edu	908-737-3304	
Ally Spears	Managing Assistant Director 2	aspears@kean.edu	908-737-3316	Faculty and Manageria Hiring, Visa Processes
Karen Muller	Managing Assistant Director 2	kamuller@kean.edu	908-737-3306	Recruiting - Civil Service and Professional Staff Hiring, Classification/Reclassification, Temp Agency Workers
Makenzie Carty	Managing Assistant Director 2	cartyma@kean.edu	908-737-3307	Recruiting - Part-time (Adjuncts and Academic Specialists) and Student Hiring
Dean Burrell	Professional Services Specialist 4	dburrell@kean.edu	908-737-3267	Recruiting- Student Hiring
Mariangel Garcia	Professional Services Specialist 4	gamarian@kean.edu	908-737-3318	Recruiting- Academic Specialist and Student Hiring