

1                   **NEW LETTER OF AGREEMENT – NON-TENURED TEACHING FACULTY**

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3   **Non-tenured Teaching Faculty**

4   Non-tenured teaching faculty (hereinafter referred to as NTTF) have the primary responsibility of  
5   teaching, or supervising clinical experiences or internships. Duties and responsibilities shall not  
6   include scholarship, research, or creative activity.

7   The total number of NTTF appointed shall not exceed ten percent (10%) of the regular full-time  
8   faculty lines at Rowan University. Prior to each academic year, the University shall consult with the  
9   Local Union regarding the number of planned NTTF appointments.

10   NTTF shall not be eligible to participate in personnel/peer committees, but can participate on search  
11   committees as they relate to their instructional responsibilities. However, NTTF may participate in  
12   general University affairs or on curriculum or assessment committees relative to their teaching or  
13   supervisory responsibilities.

14   **Teaching Load**

15   Teaching load for a NTTF shall be a maximum of twenty-four (24) teaching credit hours for ten (10)  
16   month positions and thirty (30) teaching credit hours for twelve (12) month positions. Other duties  
17   may be assigned in lieu of the credit load. Clinical or student supervision assignments can also be  
18   made in lieu of teaching. During the period of instruction NTTF shall be present on campus as  
19   necessary to their professional responsibilities and shall also be accessible to students, faculty and  
20   staff colleagues through whatever normal, electronic, telephonic or written modes they find most  
21   convenient during the academic year.

22   **Salary**

23   The salary ranges for the ten (10) month NTTF titles listed below shall be as follows:

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Lecturer	Ranges 18 and 21
Senior Lecturer	Ranges 22 and 24
Master Lecturer	Ranges 25 and 27

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28   The salary ranges for the twelve (12) month NTTF titles listed below shall be as follows:

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Lecturer	Ranges 21 and 24
Senior Lecturer	Ranges 25 and 27
Master Lecturer	Ranges 28 and 30

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33   NTTF who are earning more than the aforementioned ranges shall not have their salaries reduced.

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35   **Appointments and Assignments**

36   NTTF shall be appointed to a two-year initial appointment and can be re-appointed to a second two-  
37   year appointment. After a second two-year appointment, NTTF shall be reappointed to a three (3)  
38   year term. Subsequent reappointments shall be for four (4) years and then five (5) years. All  
39   subsequent contracts shall be for five (5) full years.

40   Contracts tendered to NTTFs shall list specific duties for those persons. If there any changes to those  
41   duties in a subsequent year, the changes need to be communicated in writing prior to the start of the  
42   year.

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Over and above satisfactory and successful performance, continued reappointment will also be based on continued programmatic need. In cases where there is no longer a programmatic need for the position or the skill-set and/or expertise of the NTTF in the position, individuals will be notified no later than February 1st of the previous academic year of their non-reappointment. In all such cases, the Union will be notified in a timely manner of non-reappointment based on a lack of programmatic need.

**Procedures for Reappointment**

- 1. Prior to its issuance, the notice of the calendar for NTTF application for reappointment shall be given to the Local Union president and candidate.
- 2. NTTF shall be reappointed pursuant to established procedures. Only those duties noted on their contracts are used for reappointment evaluations.

**Promotion and Range Adjustment**

NTTF shall be eligible for promotion pursuant to Article XIV of the State-Union Agreement and locally negotiated procedures. NTTF shall be eligible for range adjustment pursuant to Article XXI of the State-Union Agreement and locally negotiated procedures. NTTF can only be evaluated on teaching and specific responsibilities as listed in their contracts for the purposes of promotions and range adjustments.

**Leaves and Holidays**

Ten (10) month NTTF are eligible for sick leave pursuant to Article XXIV and holidays pursuant to Article XXV of the State-Union Agreement. Twelve (12) month NTTF are eligible for vacation-sick leave pursuant to Article XXIV and holidays pursuant to Article XXV of the State-Union Agreement.

**Exclusions**

All terms and conditions of NTTF employment shall be governed by the State-Union Agreement unless specifically excluded herein.

**Tentative Approval**

  
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Rowan AFT 2373

March 15<sup>nd</sup>, 2017  
Date

  
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Rowan University

3/15/17  
Date