NEW LETTER OF AGREEMENT – NON-TENURED TEACHING FACULTY

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

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

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

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

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

<table>
<thead>
<tr>
<th>Title</th>
<th>Ranges</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lecturer</td>
<td>Ranges 18 and 21</td>
</tr>
<tr>
<td>Senior Lecturer</td>
<td>Ranges 22 and 24</td>
</tr>
<tr>
<td>Master Lecturer</td>
<td>Ranges 25 and 27</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Title</th>
<th>Ranges</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lecturer</td>
<td>Ranges 21 and 24</td>
</tr>
<tr>
<td>Senior Lecturer</td>
<td>Ranges 25 and 27</td>
</tr>
<tr>
<td>Master Lecturer</td>
<td>Ranges 28 and 30</td>
</tr>
</tbody>
</table>

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

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

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

March 15th, 2017

Rowan APT 2373

Date

2/15/17

Rowan University

Date