

**A MEMORANDUM OF AGREEMENT OF THE IMPACT OF COVID-19  
ON ALL MEMBERS OF ROWAN AFT, LOCAL 2373**

Beginning in mid-March of 2020 spring semester, a global pandemic associated with the novel coronavirus, COVID-19, prompted a nationwide shutdown of public establishments and businesses of every type in New Jersey and throughout the country. The shutdown was deemed necessary to protect the health and safety of its citizens. The public health emergency related to COVID-19, Executive Order 104 and other governmental actions, required major campus closures and changes in operations that affected the entirety of Rowan University. In response, Rowan provided a range of academic offerings, including remote, hi-flex and in person, in accordance with the related directives from the Governor of the State of New Jersey. Extensive modifications and adjustments in all aspects of instruction, research, and campus operations were made and may continue for the Fall 2020 semester and beyond. In addition, Rowan University incurred and is continuing to incur significant expenditures, reductions in campus operations revenues, and reductions in state operating appropriations.

The purpose of this statement is for inclusion within documentation relating to any deficiencies in anticipated benchmarks and achievements of AFT employees during this unprecedented time. All levels of evaluations of the performance and production of AFT employees for the purposes of probationary recontracting, tenure, multi-year recontracting, promotion, sabbatical, and any other related evaluations should not be affected negatively because of the effects of the pandemic. All applicable Memorandum of Agreements (MOAs) regarding all applicable evaluations listed above should continue to be consulted and followed with regards to process and procedures.

During the pandemic, some of the modifications and adjustments may have included, but should not be limited to, the following examples:

- Professional duties of most AFT employees were shifted to remote work, which led to barriers to conducting certain types of job responsibilities and research activities.
- The shift to remote instruction led to adaptations of pedagogy, course delivery, and material covered, and to the decision to not administer student and peer evaluations during the Spring 2020 semester.
- In-person, laboratory graduate and undergraduate research ceased for the vast majority of operations for 4 months. Resumption of additional in-person research activities occurred only as permitted pursuant to the Restart Standards issued by the Office of the Secretary of Higher Education, and only when requisite documentation was submitted to the University administration relating to laboratory safety and best practices for prevention of infection. Some research activities were able to resume during Summer 2020, while some research activities have yet to resume for a variety of reasons relating to the protection of health and safety of the employees and students involved.
- The pandemic caused global restrictions on travel and large gatherings, which have resulted in the cancellation, postponement, or remote alternatives to professional conferences and meetings, leading to fewer opportunities for lectures, presentations, poster sessions, or other related activities.
- Academic advising was and continues to be performed primarily through remote interaction with students, namely through online meetings using WebEx, Zoom, or some other suitable platforms,

although some face-to-face advising occurred during the Summer and Fall semesters of 2020 with appropriate precautions to protect the health and safety of the advisor and advisee.

- Remote teaching and working environments may have led to AFT employees exerting extra effort set up home offices, redesigning of courses and/or job responsibilities, and the balancing of work and family life.
- Many funding cuts and/or appropriations were made to all areas of university operations, including, but not limited to, cuts to teaching and research activities, department/office and college budgets, seed funding, travel funding, professional development and career advancement funding.
- In addition to the professional effects of the pandemic, there are numerous personal and family-related issues, such as health issues of the candidate; health issues of family members; childcare, daycare, and schooling issues of dependent children; as well as increased anxiety and/or stress.


As a result, the AFT Local 2373 and the Administration of Rowan University agreed on the following provisions of the Memorandum of Agreement with respect to the impact of the COVID-19 Pandemic on Tenure and Re-Contracting Packages:

1. COVID-19 may have a profound impact on a candidate's performance in the three areas: teaching and/or professional performance, scholarly research and/or professional development, and service to the university and to the wider and professional communities. Committees recognize the potential impact and departments will add to their Tenure and Re-Contracting criteria the following statement:
  - a. "Consideration shall be given to all members who include an impact statement in their package and whose review falls within the period where the pandemic may have had an impact on their performance in any of the three areas."
2. All candidates for Tenure and Re-contracting impacted by COVID-19 may include an impact statement in their Tenure and Re-contracting packet detailing the specific impact of COVID-19 on the three areas of evaluation--Research, Teaching, and Service. Candidates may also include an explanation of all the professional activities that they performed to adapt to any negative impact that the pandemic may have had and to maintain their work productivity.
3. Each department Tenure and Re-contracting Committee, along with the subsequent College Committee, will be required to address in the evaluation of candidates the impact of COVID-19 on the three areas of evaluation, and also address candidates' description of the activities that they performed to adapt in order to maintain work productivity to the extent that the candidate includes an Impact Statement. If a candidate does not submit such statement, neither the department nor College committee is required to address same.
4. Individual deans, the provost and appropriate vice-presidents or appropriate administrators will also be required to address the impact of COVID-19 on their evaluation of the packets, and also address candidates' description of the activities that they performed to adapt in order to maintain work productivity to the extent that such impact statement is included in Candidate's packet as noted above.
5. Adverse impact of COVID-19 that results in a less than favorable review of a candidate can be

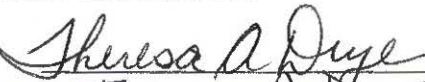
made part of any appeal to the office of the President, and it will be given consideration in any appeal process.

The above will go into effect on the date of signing the agreement and will remain in effect until the agreement is updated, or until all parties agree the pandemic ends and ceases to affect the areas listed above.

**AFT LOCAL 2373**

By:   
Name: Joseph Basso  
Title: President, AFT Local 2373  
Date: 9/24/2020

**ROWAN UNIVERSITY**

By:   
Name: Theresa A. Dye  
Title: Chief Human Resource Officer  
Date: 9/24/2020