

**LETTER OF AGREEMENT**  
**NON-TENURE-TRACK RESEARCH PROFESSORS**

The Rowan Administration and the American Federation of Teachers Local #2373 agree that Non-Tenure Track Research Professors shall help Rowan University attain its goal of achieving and maintaining R1 research status, fulfilling a need that is distinctive from AFT-eligible Tenure Track and Non-Tenure track faculty that have teaching and service expectations. Both parties thereby agree to the following with respect to the Research Professor position:

- Only Research Professors hired into academic units, centers, and /or institutes physically located in the Glassboro and CMSRU campuses will be eligible for membership in the AFT bargaining unit.
- Research Professors shall neither teach nor provide university service while employed except through mentorship of research students or collaborations with other Rowan University employees as necessary to fulfill their research duties.
- Research Professors are not eligible for tenure and are expected to obtain extramural grants and contracts for the continued support of their research programs including their own salary and benefits.
- All terms, conditions, ranks, and salary for these positions shall be at the sole discretion of the Rowan Administration, and in accordance with the AFT contractual agreements.

This LOA shall be in effect upon ratification in 2024.

SIGNATURE ON FILE

Date: March 15, 2024

Theresa Drye, Chief Human Resource  
Officer / Vice President

SIGNATURE ON FILE

Date: March 14, 2024

Jonathan Foglein, Negotiator  
Rowan AFT Local 2373

## **1. General Considerations**

This document describes the appointment of Research Professor faculty titles (Research Assistant Professors, Research Associate Professors, Research Professors).

Research Professors are not eligible for tenure and are expected to obtain external research funding through extramural grants and contracts for the support of their research programs including their own salary and benefits. Research Professors can be appointed in departments and perform their work in centers or institutes, or they can be appointed directly in institutes or centers and may have affiliations with departments as appropriate.

The university will not restrict departments and institutes or centers to specific limits on the number of Research Professors.

## **2. Process**

**a.** Research Professor – appointments are normally initiated by an academic department or by a research institute or center, and each individual shall have a primary assignment to an existing academic department for the purposes of AFT and Faculty Senate representation and advocacy. In special situations Research Professor appointments can be initiated by the Vice President for Research with the objective to have these individuals housed in a department or institute at a later date, subject to approval by the dean and provost. Appointments to the Research Professor titles that are sponsored by a research institute or center can be co-sponsored by an academic department that will be the beneficiary of the potential contributions of the research faculty member in advising and mentoring of graduate students. Likewise, appointments to Research Professor titles that are sponsored by an academic department can be co-sponsored by an institute or center, which will be the beneficiary of potential advising and mentoring of graduate students by the faculty member.

**b.** The sponsoring unit(s) assumes (assume) the responsibility for providing members of its Research faculty with appropriate resources not normally funded by grants and contracts, such as appropriate office and/or laboratory space. The sponsoring unit must indicate, at the time of nomination of a person to a Research Professor title, that such resources will be available.

**c.** Appointments will normally carry the titles of the sponsoring unit (e.g., Associate Research Professor of Chemical Engineering) and the home academic department, unless otherwise agreed to by sponsoring or co-sponsoring units.

**d.** Research Professors will be placed on limited-term appointments and are not eligible for tenure or promotion.

### 3. Research Faculty-Level Appointment Categories

Faculty-level research appointees are identified by the titles of Research Assistant Professor, Research Associate Professor and Research Professor. Individuals in these ranks are expected to have research credentials equivalent to those of Assistant Professor (Associate Research Scientist/Scholar), Associate Professor (Research Scientist/Scholar), and Full Professor (Senior Research Scientist/Scholar). Faculty-level research appointments are intended to offer a professional pathway to individuals with experience and scholarly qualifications comparable to regular tenure-track and tenured faculty members at the same rank and in the same professional area. Appointees are professional investigators who are interested in and capable of independent investigation and publication, and who support the research mission of the University by assisting the department or institute/center to achieve its research goals.

Research faculty may serve as principal investigators or project directors on research awards and are required to seek independent external funding to run a self-sustained research program. Research faculty are not eligible for tenure; may not participate in the governance of the University or of any academic unit; and may not be assigned regular teaching responsibilities. Faculty-level research appointments are viewed as professional appointments. They are not intended as courtesy or temporary appointments. The research faculty ranks are established as an employment category that is distinct from the research staff appointments and differentiated from them by the particular expectation that research faculty are independent investigators who are evaluated in terms of their scholarly achievements. Because they must be supported by non-appropriated general funds, at salary levels reasonably equivalent to regular faculty, it is recognized that the opportunity to make faculty-level research appointments is constrained by the external funding resources available at the time of the appointment. In circumstances where it is proposed that a faculty-level research appointment be compensated directly by an outside source, the circumstances should be reviewed by the Office of the Provost and, if necessary, the Office for Research prior to initiation of the procedure for initial appointment.

#### Salary Guidance

Research professors' annual base compensation should be determined using the same approved ranges as those for 12-month full time tenure-track faculty, in accordance with the AFT-NJ State Agreement as shown below:

Assistant Research Professor	25, 27, 28, and X
Associate Research Professor	29, 31, 32, and X
Research Professor	33, 35, and X

## **4. University Obligations**

### **4.1 Definitions and Terms of Appointments**

**a.** Research faculty appointments are full-time or part-time, 12-month, non-tenurable appointments. Appointments may be renewable, but the University is not under any obligation to renew any research faculty appointments. Appointments automatically expire at the time specified in the appointment letter, and no further notification is required. Renewal is contingent upon satisfactory performance and upon a continuing external funding and need for and interest in the research work of the individual, as judged by the sponsoring unit(s) at the time of consideration for reappointment. Renewal is also contingent upon the sponsoring unit(s) being able to provide the appropriate support for the research (e.g., the physical space) and the performance of the research faculty. Individuals shall meet with their supervising administrator or designee in June of each year to discuss research progress and discuss any issues that may endanger renewal. In cases of non-renewal, a notice will generally be issued to the affected faculty on or before January 1<sup>st</sup> for contracts ending on June 30<sup>th</sup> of that calendar year (180 days for individuals with contracts ending on other dates) unless unusual circumstances dictate a shorter notice period. In no instance shall a notification of non-renewal be given with less than 60 days' notice.

*All Research faculty are subject to immediate dismissal for cause on the same grounds as are applicable to other university employees.*

**b.** The duties and responsibilities of research faculty are determined largely by the sponsored-research program that is funding the position, and not by an academic department or institute/center. Research faculty will not be eligible for faculty fellowships and sabbaticals funded by the University. Also, they will not be eligible for campus-wide grant support that is normally aimed at tenured and tenure-track faculty.

**c.** The salary and fringe benefits for research faculty members are to be paid from non-general funds.

### **4.2 Benefits**

Individuals in research professor titles are eligible to participate in University medical, life and retirement plans. The cost of all benefits (except required employee contributions) shall be borne by the external sponsored projects and not by the general fund.