

Senate Executive Committee Agenda  
Friday, February 20, 2017 at 2:00 PM in Lib 326

1. Non-tenured Teaching Faculty (page 3)
2. Survey on Administrative heads (separate file)
3. Revised Library Committee Charge (Page 2)
4. Barnes Award: Applications extended to March 1. Please submit nominations to Donna Ennis, [ennis@rowan.edu](mailto:ennis@rowan.edu)  
<http://www.rowan.edu/president/senate/Barnes/>
5. Proposals for less expensive textbooks
6. Rowan Core update (Mike Grove)
7. March Full Senate meeting: Friday, March 3 at CMSRU

## Revised Charge for Library Committee

### Current:

Reviews available learning resources of the University including those in the Campbell Library, the Camden Campus library, the music library and educational media. The committee also reviews the policies regarding the management and use of these centers and materials and makes appropriate recommendations.

### Revised:

The committee facilitates communication regarding the research needs of faculty and students and reviews policies on the support for, management, and use of the libraries' facilities and resources. Additionally, the committee makes recommendations to the University Senate to ensure library resources are of high quality and utilized appropriately to further the educational and research mission of the University.

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

**Non-tenured Teaching Faculty**

Non-tenured teaching faculty (hereinafter referred to as NTTF) have the primary responsibility 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 a College/University. Prior to each academic year, the College/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 College/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:

Lecturer and 21	Ranges 20
Senior Lecturer 24, 25	Ranges 22,
Master Lecturer and 27	Ranges 26

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

Lecturer and 23	Ranges 22
Senior Lecturer and 26	Ranges 25

Master Lecturer and 30	Ranges 29
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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**

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**Rowan                    AFT                    Date**  
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**Rowan                    University                    Date**

