

**Memorandum of Agreement #151**  
**Between**  
**The College of New Jersey**  
**And**  
**The College of New Jersey Federation of Teachers, Local 2364, AFT**  
**Regarding**  
**Modification of Disciplinary Standards for Tenure-Track Faculty Hired from Visiting**  
**Professorships**

In order to promote amicable employer-employee relations, The College of New Jersey (the College) and The College of New Jersey Federation of Teachers, Local 2364, AFT (the Union), hereby agree to the following:

WHEREAS, Disciplinary Standards are approved for each academic department or program to provide a transparent path to tenure and promotion for faculty members; and

WHEREAS, the Disciplinary Standards are developed under the assumption that faculty will have five years to meet the teaching, scholarly, and service expectations to become a tenured Associate Professor; and

WHEREAS, faculty who are hired in visiting positions are not afforded the time or resources to pursue scholarship and are not expected to engage in service; and

WHEREAS, the parties desire to allow for modification of the Disciplinary Standards to account for the 1-3 years of missed opportunity to pursue scholarship if the visiting professor had been hired initially as a tenure-track faculty member,

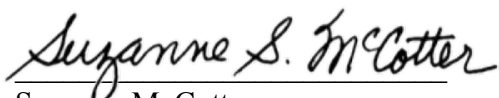
NOW, THEREFORE, the College and the Union hereby agree as follows:

- 1) Upon hire as a tenure-track faculty member, the Office of Academic Affairs will share a timeline for reappointment and review schedule with the newly hired faculty member, the School Dean, and the Department Promotions and Reappointment Committee (DPRC) to allow time for the faculty member to receive feedback and recommendations.
- 2) Alteration of tenure timelines by adding a year to meet scholarly objectives must be approved by the Provost and AFT leadership as well as the PRC and Dean.
- 3) All departments with tenure-track faculty that were formerly Visiting Faculty will create modified Disciplinary Standards specific to each former Visiting Faculty member, which are to be finalized by the end of the first year of appointment to the tenure-track position.
  - a) Step 1 - By the end of the first semester of the tenure-track appointment, the DPRC will meet with the pre-tenure candidate to learn how scholarship time lost

as a visiting faculty member has impacted their ability to meet tenure standards for scholarship.

- b) Step 2 - The DPRC, in consultation with the candidate, will draft a document detailing how scholarly/creative/professional expectations are modified in light of time served as a visiting faculty member. This document will detail how their ability to meet standard scholarship and service expectations have been impacted by their initial appointment as a Visiting Faculty Member. DPRCs will then recalibrate standards to a level of work that can reasonably be completed in the time between appointment as a tenure-track faculty member and the time of tenure application, while still providing sufficient basis for evaluating the candidate's ability to be a productive teacher-scholar in their respective program.
  - c) Step 3 - Any disputes between the DPRC and candidates are resolved by the dean. The dean must approve this document and share it with the Committee on Faculty Affairs (CFA). If the candidate is still unsatisfied, they can appeal to CFA, whose decision on the modified disciplinary standards expectations shall be final.
  - d) Step 4 - The final approved document will be included as part of the tenure package.
- 4) The summative review process will be amended to include College Promotion and Tenure Committee (CPTC) review of any summative reappointment candidates who are NOT recommended for reappointment by either the DPRC or Dean. This additional review step adds another layer of review to ensure that reappointment standards have been appropriately applied to account for the time spent in a visiting line.

For the College:



Suzanne McCotter  
Interim Provost and  
Vice President for Academic Affairs  
The College of New Jersey

1/6/2025

Date

For the Union:



Matthew Wund  
President  
TCNJFT, Local 2364, AFT

1/6/2025

Date