

**Memorandum of Agreement #155**  
**Between**  
**The College of New Jersey**  
**And**  
**The College of New Jersey Federation of Teachers, Local 2364, AFT**  
**Regarding**  
**Compensation, Format, and Instructor Responsibilities for Early Student Teaching**  
**Experience and Clinical I Student Teaching Courses**

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 as follows in regard to compensation for instructors teaching undergraduate field experience courses in the School of Education.

WHEREAS, the College and Union have established in MOA 62 a transformed system of course offerings, expected course enrollments, and associated compensation; and

WHEREAS, MOA 62 does not fully account for the variation in student teaching and field-based courses;

NOW, THEREFORE, intending to be legally bound, the College and the Union hereby agree as follows:

1. Early field experience courses will have a target enrollment cap of 24 students, and involve both consistent class meetings as well field placements in which students teach one or a few lessons (usually taught in pairs). With an enrollment of 24 students, instructor expectations include:
  - a. Instructor is present for the three hours of field experience each week for 10 visits. In addition to observing students' interactions in the classroom prior to formal lesson observations, this arrangement provides time for building relationships with administration, teachers and staff. All students are observed teaching a lesson (usually in pairs, with some individual observations), and documentation on field performance (dispositions rubric) is completed for each student.
  - b. There will be 14 class meetings, and on days without practicum students will have at least asynchronous work.
  - c. At the present time, courses meeting these criteria are SPE 214, SPE 322, RAL 220, RAL 320, and MTT 202. Additional courses may be created that meet the criteria established here.
2. Early field experience courses will be compensated as follows:
  - a. Practicum observations: Practicum site visits: ~14 per semester (once per week) compensated at 0.15 faculty weighted hours (fwh) per site visit. Each site visit could include multiple individual or paired observations of students. The maximum compensation is 2 fwh per semester course (14 site visits X .15 fwh = 2fwh).
  - b. In-person instruction: compensated at 3 FWH, consistent with standard lecture/discussion courses as defined in MOA 62.

**3 Inclusive Education** (Early Childhood and Elementary) - Clinical I internship courses will

have a target enrollment cap of 16, and involve both consistent class meetings early in the semester, and more extensive field experiences later in the semester. Students are placed in the field in pairs when possible. With an enrollment of 16 students, instructor expectations include:

- A. Two seminar meetings per week in the early part of a semester.
- B. At least two observations per classroom (with one individually during the final two weeks of full-time) and documentation on field performance (dispositions rubric and teaching performance rubric are completed for each student); any students of concern will require an additional observation.

4. **Secondary Education** - SED399 & XXX390 (HIS, PHY, EED, MAT) Content Area Methods Courses - Clinical I internship courses will have a target enrollment cap of 20, and involve both class sessions and individual conferences and field observations. With an enrollment of 20 students, instructor expectations include:

- A total of 12-16 3-hour class sessions plus a poster session
- Individual conferencing for unit plan development with each student (1 hour each, plus review beforehand)
- One full-period observation per student (ranging from 45-90 minutes plus a pre-conference and post-conference) with documentation on field performance (dispositions rubric and teaching performance rubric are completed for each student); any students of concern will require an additional observation.

4. Clinical I Internship courses will be compensated as follows:

a. **Inclusive Education (Early Childhood and Elementary)**

- Internship observations: ~34 per semester, compensated at 0.15 FWH per observation.
- The maximum compensation is 5 FWH per semester course (34 observations x 0.15 FWH = 5FWH).
- In-person instruction: compensated at 1 FWH.

b. **Secondary Education** - SED399 & XXX390 (HIS, PHY, EED, MTT)

- Individual conference and field observations: ~18-20 per semester, compensated at 0.15 FWH per observation
- The maximum compensation is 6 FWH per semester course (20 observations x 0.15 FWH = 3FWH).
- In-person instruction: compensated at 3 FWH.

5. For the sake of aligning this agreement with the structure and format of MOA 62, Table 3 of MOA 62 will be amended as follows:

Type of Course	Descriptions	Typical Enrollment Ranges	Weekly Contact Hours	FWH per contact hour
Early student teaching field experience	14 class meetings per semester, plus field placements involving one or a few lessons taught individually or in pairs	20-24	Variable	Up to 5 total FWH (3 FWH for lecture/discussion component + 0.15 FWH per field observation, up to 2 total FWH for observations)
Clinical I Internship Inclusive Education	Several class meetings early in the semester, plus extensive field placements later in the semester	12-16	Variable	Up to 6 total FWH (1 FWH for abbreviated lecture/discussion component + 0.15 FWH per field observation, up to 5 total FWH for observations)
Clinical I Internship Secondary Education (SED399 & XXX390 (HIS, PHY, MTT, EED))	<p>-A total of 12-16 3-hour class sessions plus a poster session.</p> <p>-Individual conferencing for unit plan development with each student (1 hour each, plus review beforehand)</p> <p>-One full period observation per student (ranging from 45-90 minutes plus a pre-conference and post-conference) with</p>	16-22	10 hours	Up to 6 total FWH (3 FWH for lecture/discussion component + 0.15 FWH per individual conferencing and field observation)

	<p>documentation on field experience (dispositions rubric and teaching performance rubric are completed for each student); any students of concern will require an additional observation.</p>			
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**In witness hereof, the College and the Union have acknowledged their understanding of this Memorandum of Agreement and affix their signatures below.**

For the College:

For the Union:




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Margo DelliCarpini  
Provost and Vice President  
for Academic Affairs  
The College of New Jersey

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Matthew Wund  
President  
TCNJFT, Local 2364, AFT

October 15, 2025

October 15, 2025

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Date

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Date