Non-tenure Track Faculty

I. Establishing Non-Tenure Track positions

Non-tenure track (NTT) positions may be established by various programs/centers at the Bloustein School from enhanced extramural or teaching activity resources. State benefit positions currently budgeted for tenured and tenure track faculty are not to be used for creating/establishing NTT positions.

A proposal to establish a new NTT position program and/or center shall also be accompanied by a revenue plan and presented to the Associate Dean of Faculty and Dean for approval.

All newly established positions, or vacancies shall be filled via a formal search (i.e. recruitment and search process) and within the guidelines for equal opportunity employment. Program faculty shall be empowered to determine the various competencies and skills necessary for newly established NTT positions, which become the basis for recruitment materials consistent with Section III below (Elements Common to all Full-time NTT Titles). Program faculty shall set standards for various ranks and compensation, while individually negotiated, shall be market competitive.

II. Appointment, Re-appointment and/or Promotion

The process and proposal for appointment of NTT faculty will begin with the relevant program or center as stated above. In consultation with the Dean’s Office, annually each program at the Bloustein School shall create a NTT Appointments and Promotion Committee (NTT-A&P) consisting of normally three full-time faculty members, two of whom shall be tenured or tenured-track faculty at or above the rank proposed for faculty member being hired or evaluated, and one of whom shall be a similarly eligible full-time, NTT faculty member. However, this section shall not apply until such time that a full-time NTT faculty member is employed in the appropriate program, at or above the rank review of the NTT candidate. Until such time as qualified NTT full-time faculty members exist to be in positions of full participation, the committee shall have minimally three tenured/tenure-track faculty members as voting members and a NTT faculty member shall be involved in the NTT-A&P in an advisory capacity. In cases where the candidate is in more than one program, a committee of five shall be constituted, with three of the five coming from the program in which the candidate has the majority of the effort.

The NTT-A&P recommendation to hire, reappoint or promote any NTT faculty member will be presented to the members of the Faculty Council and for reappointment or promotion to the tenured and NTT faculty members at or above the rank into which the NTT faculty member is being promoted for consideration.

All NTT faculty are subject to availability of financial resources. In all cases of possible revenue challenges, NTT faculty shall be entitled to advance notice of termination or non-reappointment as guaranteed by the bargaining agreement between the AAUP-AFT and Rutgers.
### III. Elements Common to all Full-time NTT Titles

<table>
<thead>
<tr>
<th>Issues</th>
<th>Instructor</th>
<th>Assistant Professor</th>
<th>Associate Professor</th>
<th>Professor</th>
<th>Distinguished Professor</th>
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<tr>
<td></td>
<td>Hiring Program Specific</td>
<td>Hiring program specific; doctoral degree preferred</td>
<td>Hiring program specific; doctoral degree preferred</td>
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<td>Hiring program specific; doctoral degree preferred</td>
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<tr>
<td>Appointment</td>
<td>Typically 18 months or - if grant-funded - 6 months to 18 months, renewable</td>
<td>1 to 3 years or - if grant-funded - 6 months to 3 years, renewable</td>
<td>Typically 3 years after first reappointment</td>
<td>Typically 3 to 5 years after second reappointment</td>
<td>Typically 3 to 5 years after second reappointment</td>
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<tr>
<td>Evaluation</td>
<td>Annually (before notification period)</td>
<td>Annually (before notification period)</td>
<td>Annually or at least twice during appointment of more than one year (before notification period)</td>
<td>Annually or at least twice during appointment of more than one year (before notification period)</td>
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</tr>
<tr>
<td>Re-appointment/Promotion</td>
<td>Successful evaluation, continued need and availability of funding (see criteria below)</td>
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<tr>
<td>School Wide Governance</td>
<td>Can vote at program level.</td>
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<td>&gt; Faculty Council voting privileges restricted until 6th year of academic service at Asst Prof rank or above</td>
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**Representative for Inquiries:** Sharon Fortin-Kramer

### IV. Evaluation Criteria for Re-appointment and/or Promotion (pursuant to bargaining agreement, consideration for promotion normally occurs after 6 consecutive years):

**Teaching**
- Teaching experience
- Courses taught
- Student Teaching Evaluations
- Peer Teaching Evaluations
- Contributions to curriculum development
- Availability to students and for program meetings
- Active participation within the school
- Research experience, if appropriate

**Professional Practice**
- Contribution to program not made by TT faculty
- Books, papers, presentations, exhibits and other evidence of practice expertise
- Awards, exhibits, service to professional associations
- Involvement of students, faculty and staff in projects
- Teaching experience; student/peer evaluations
- Availability to school students and for program meetings
- Active participation within school
- Networking opportunities for students
- Research experience, if appropriate

**Research**
- Contribution to program/center not made by existing TT faculty
- Ability to obtain external funding
- Books, papers, reports, presentations and other evidence of expertise
- Awards, exhibits, service to research/professional organizations
- Involvement of students, faculty and staff in projects
- Letters from peers (promotion)
- Teaching experience, if appropriate
- Active participation within school

*Other significations contributions consistent with mission of the school, its programs, and the university and consistent with level/rank of appointment will be included for all NTT titles.*