

AGREEMENT

Between the William Paterson University of New Jersey and

AFT Local 1796

Regarding Assigned Release Time Program (ART)

Preamble

In order to promote amicable employer-employee relations and provide for mutual understanding among faculty, librarians and administrators; and to ensure equity in providing enhanced support for faculty research, scholarship and creative expression; the William Paterson University after consultation with the AFT Local 1796 will promulgate the following University Assigned Release Time Program (ART) for the period beginning with the consideration of awards to become effective September 2010 hence:

Purpose

All tenured and tenure-track faculty members shall have the right to participate in research and creative activities, and to apply for release time to support these activities through an Assigned Release Time Program (ART). The purpose of these awards is to encourage the highest standards of research, scholarship and creative expression and the continual professional growth and development of faculty members and librarians.

Scope of Awards

The Assigned Release Time Program (ART) will provide all tenure-track faculty members with the opportunity to receive allocations of three (3) credit hours per semester based on established criteria to ensure the legitimacy and equity of the award recommendations and awards. Proposals will be considered annually to begin the subsequent Academic year following the parameters set below, distinguishing between (a) first and second year tenure-track faculty, and (b) third year and beyond tenure-track and tenured faculty. All proposals that are recommended by the University ART Committee as meeting the criteria for award level and receiving final approval by the Provost shall be funded.

(a) First and Second Year, Tenure-Track

All new tenure track faculty members will be allocated three (3) credit hours of Assigned Release Time for research per semester during their first two academic years. At the beginning of each academic year, each new faculty member will

submit a research agenda describing research activities and goals for dissemination of results. The research agenda will be reviewed by the Department Chair and be subject to the approval of the college Dean. This provision assumes successful reappointment of a faculty member to their second year; however, such assumption does not entail a guarantee of such reappointment.

(b) Third Year and Beyond, Tenure-Track and Tenured

Assigned release time for research for faculty members will be awarded for three (3) credit hours of Assigned Release Time per semester subject to review by the Department Chair and review and recommendation by the College Dean. Applications will then be forwarded to the University ART Committee for review and recommendations. The recommendations of the University ART Committee will be forwarded to the Provost for review and final recommendation. The award of ART does not imply the reappointment of faculty members and librarians still untenured.

Awards are based on the evaluation of the amount of time reasonably necessary for a faculty member pursuing the project to complete the project or portion of the project for which release time is requested above and beyond the usual and reasonable amount of faculty time devoted to research and creative expression as part of his or her practice of a discipline. Considerations of the merit and value of the research and/or creative expression is based on the academic judgment of those reviewing and recommending the award, and may result in a positive or negative recommendation.

Recommendations regarding the length of the award involve a number of factors:

Awards of one semester may be made for relatively short and self-contained projects that could reasonably be completed in that period of time. Awards over multiple semesters may be made based on the degree of complexity of the project, timeline of research and production, and other factors represented in the Proposal submitted as part of the ART Application (Article #1, attached), as well as the academic judgment of individuals and/or committees reviewing the applications. No specific kinds or categories of research and/or creative activity in themselves provide definitive examples on which to base a formula or formulas for the scope of awards; hence, the project-specific "Proposal" is critical to consideration of the amount and length of the award.

University ART Committee: Composition

The Faculty Senate Elections Council will be responsible for conducting the election for members of the University ART Committee. Such election shall be completed by November 30. Faculty members eligible for nomination are restricted to those who are

not seeking an ART award for the award period under consideration. The Union shall be entitled to appoint an observer to the Committee, pursuant to Article IX D of the Collective Bargaining Agreement.

Specifically, the ART Committee will be comprised of one (1) faculty member elected by and from full-time tenured and tenure-track faculty from each College, two (2) at-large faculty elected by and from full-time tenured and tenure-track faculty, and one (1) librarian elected by the library faculty; one (1) Union observer, *ex officio* (non-voting), and the Dean of the Graduate Studies and Research, *ex officio* (non-voting), who will serve as Committee Chair. Elected members shall serve for one year and be eligible for re-election in any succeeding year, providing that they are not applying for ART in that year.

Application Process

The ART calendar will be negotiated between the Administration and the Union.

The candidate will submit an ART Application which includes a Proposal and the number of semesters of release time requested, to be reviewed by the respective Department Chair and forwarded to the appropriate College Dean for review and recommendation (for a faculty member, to the Dean of the College in which a faculty is a voting member or, for a librarian, to the Director of the Library).

No more than one application in a given year may be made by a candidate. No more than one project per application will be accepted. Applicants may not be awarded and may not accept an ART award that overlaps with any other award. Additionally, ART awards may not be banked.

The Dean may provide comment on the proposals intended to be recommended at the award level as requested by the candidate, but must provide comments on proposals for which the award level was modified or not recommended. Any proposal with the Dean's comments, non-recommendation for approval, or recommendation at a different level of award other than that for which the candidate applied shall be provided to the candidate prior to being forwarded to the next level of review. The applicant may comment in writing regarding the Dean's comments or recommendation within one week from the negotiated calendar date by which the Dean must notify candidates not recommended or recommended for a different level of award than that for which he/she applied. All materials, unless voluntarily withdrawn by the applicant, shall proceed for review and discussion by the University ART Committee. (A candidate may withdraw his/her application at any point in the process without compromising future eligibility for an award.)

Only complete applications submitted by the deadline, including a signed "Assurance Page" and the Dean's or Director's recommendation and comments and the candidate's response, shall be considered by the ART Committee. Each applicant is responsible for ensuring that his or her application is complete on submission. Incomplete applications will not be considered.

The University ART Committee shall review and discuss all proposals and make recommendations to the Provost no later than March 1 for final review and recommendation. The Provost will review the recommendations and may request a meeting with the Committee regarding the rationale for the recommendations. If the award outcome differs from the award requested, the Provost shall provide reasons to the applicant for the difference.

There shall be no appeal of the final ART award other than in the case of a violation of process in the conduct of review and deliberation.

The ART Application was developed by the Administration in consultation with the Union. Any changes to the process will be negotiated with the Union before being published, and will be disseminated at least thirty (30) days prior to the deadline for the submission of applications.

Reporting Requirements and Proposal Modifications

Faculty members receiving ART in or subsequent to the 2008 – 2009 academic year must submit with their application either: a one-page (maximum) Final Report on their most recent award if the term of the ART award has ended (please see ART Final Report guidelines, Article #2, attached), OR a one page (maximum) Progress Report if the term of the ART award has not ended. A Progress Report or Final Report on ART awards must be included in each recipient's Individual Faculty Achievement Report.

Please note that, if a candidate is applying for ART for the first time since the 2008 – 2009 academic year, inclusion of a Final Report or a Progress Report is not a criterion for consideration for an ART award, and the ART Committee shall not consider it as such.

For multi-year awards, the Progress Report submitted after the first year may include modifications to the project during the second year, which requires that the faculty member notify the Department Chair, the College Dean and the Dean of the Graduate Studies and Research (Chair of the University ART Committee).

Relinquishment

If a faculty member determines that he/she cannot complete the research activity, he/she must notify the Department Chair and College Dean in a timely manner so that

the ART award can be suspended and a full teaching schedule can be restored for the remaining period of the award. Failure to report relinquishment may include consequences up to suspension of the right to apply for the next subsequent award.


Subsequent ART Funding

Subsequent applications for ART will be subject to receipt of Final Reports or Progress Reports, whichever is applicable, for faculty members who have received previous ART awards, as well as the evaluation of the results or progress achieved during the previous award(s).

Restriction of Overload

Faculty members will not be permitted to engage in overload activities during the ART award period, except where fractional credits are given for initiatives promoting student success (specifically, First-Year Seminar, Independent Study, Thesis Supervision and Academic Advisement). Additional exceptions under extraordinary and emergency circumstances must be approved by the College Dean and the Provost. In such circumstances, the Union shall be provided with a list of the names of the candidates awarded and the reason(s) for the "extraordinary and emergency circumstances."


This agreement sets no precedent for the negotiation of any future agreements.



For the University

4/1/10

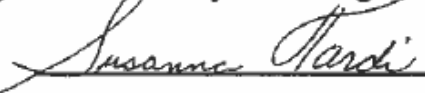
Date



For the University

4.1.10

Date



For AFT Local 1796

3/31/10

Date



For AFT Local 1796

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