



**KEAN FEDERATION OF TEACHERS**  
*An Association of Professors, Professional Staff and Librarians*  
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**LETTER OF AGREEMENT # 2**

**Sabbatical Leaves and Election of Department Chair-person**

LETTER OF AGREEMENT #2

KEAN COLLEGE OF NEW JERSEY

For the Administrative Bulletin:

At a meeting held on Tuesday, March 5, 1974, the KCFT representatives and the College Administration representatives concurred on the following procedures relative to: (1) Sabbatical Leaves; and (2) Election of Department Chairpersons.

The eligibility and approval standards outlined in the agreement and the procedures established by the Faculty Senate in the "General College Departmental Guidelines", as revised September 1, 1971, form the basis for applying for Sabbatical Leaves.

The departmental Personnel Relations Committees shall conduct the election of the Department Chairpersons. In accordance with the contract, all departmental Personnel Relations Committees shall consist of five members of the involved department elected by the membership of the department.

Departmental Personnel Relations Committees currently having three members will elect additional members in conformance with the contract.