

Memorandum of Agreement #126

The Position of Clinical Specialist/Lecturer

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 the establishment of the positions of a clinical specialist or lecturer ("clinical specialist/lecturer" hereafter):

1. Clinical specialists/lecturers have the primary responsibility of classroom teaching or supervising teaching clinical experiences or internships and/or related field experiences. Duties and responsibilities shall not include scholarship, research, or creative activity.
2. The decision to employ a clinical specialist/lecturer will initiate at the department level in consultation with the dean and will include consideration of any possible ancillary effect upon accreditation or on existing faculty who may be doing clinical or similar work (in load). All clinical specialist/lecturer, visitor, and tenure track positions require provost approval.
3. Employees hired as clinical specialists/lecturers will be informed in their appointment letter that service in this title will not count towards tenure should they subsequently be selected to fill a tenure-track position. With the exception of Article XIII Sections, A, B.1—B.3, and J of the Statewide Agreement, the remainder of Article XIII shall not apply to employees in this title.
4. The total number of clinical specialist/lecturers appointed shall not exceed eighteen percent (18%) of the tenured/tenure-track full-time faculty lines at the College. Prior to each academic year, the College shall consult with the Union regarding the number of planned clinical specialist/lecturer appointments.
5. If a clinical specialist/lecturer presents a request to the dean for approval for reimbursement for travel/conference attendance relative to their assignment at the College, such requests will be considered in accordance with College policy and Article XXIII of the Statewide Agreement. Denial of such requests shall not be grievable when travel is not a requirement of the position or assigned by the College.
6. The provisions of the Statewide and Local Agreements with respect to faculty load will not be applicable to the clinical specialist/lecturer.
7. The provisions of the Statewide Agreement related to benefits, sick leave, and career development shall apply to the clinical specialist/lecturer. In the event the College creates a twelve (12) month clinical specialist/lecturer position, the provisions of Article XXIV of the Master Agreement and the College's established paid leave policy shall apply.
8. The teaching load for the clinical specialist/lecturer shall be up to twenty-four (24) faculty weighted hours per academic year as weighted hours are defined pursuant to MOA#62. The

number of preparations shall be consistent with Article XII B.2 a. and b. of the Statewide Agreement.

9. Salary for the ten-month clinical specialist/lecturer position shall be no less than \$50,000. In the event the College creates a twelve (12) month clinical specialist/lecturer position, the Salary for the twelve-month clinical specialist/lecturer position shall be no less than \$57,000 pursuant to Letter of Agreement XIV.C.1 and C.2.
10. All clinical specialists/lecturers shall be appointed to an initial two-year appointment. The next subsequent reappointment shall also be for two years. After reappointment to a second two-year period, clinical specialists/lecturers may, but are not required to, be reappointed to a three-year term. All subsequent reappointments after an initial three-year term shall be for three-year terms.
 - a. Contracts tendered to clinical specialists/lecturers shall list specific duties for those persons. Any changes to those duties in a subsequent semester shall be communicated in writing prior to the start of the semester.
 - b. In addition to satisfactory and successful performance, continued reappointment will also be based on programmatic need. In cases where there is no longer a programmatic need for the position or the skill-set and/or expertise of the clinical specialist/lecturer in the position, individuals will be notified no later than February 1 of the year of their contract end date. In all such cases, the Union will be notified within five (5) calendar days of the decision.
 - c. Clinical specialists/lecturers may be hired to teach in winter and summer sessions and shall be compensated at the Assistant Professor rate pursuant to Article XI.C.6 of the Statewide Agreement.
 - d. Should any clinical specialist/lecturer be promoted pursuant to a subsequent locally negotiated MOA, the clinical specialist/lecturer teaching overload shall be compensated at the Associate Professor rate.
11. The clinical specialist/lecturer position does not include scholarship or service requirements of tenured and tenure-track faculty. Therefore, this position can require academic credentials that differ from those of tenured or tenure-track faculty. Normal requirements for appointment as clinical specialist/lecturer are a master's degree or equivalent relevant professional or post-secondary instructional experience in the relevant discipline.
12. Clinical specialists/lecturers are not eligible for administrative reassigned time for functions that are not directly related to their job responsibilities. In some instances, student advising may be considered to be a job-related responsibility, which shall be stated in all letters of appointment. The relevant dean or unit director will determine the direct job responsibilities of each clinical specialist/lecturer.

13. In each term of the appointment, the College shall ensure that the clinical specialist/lecturer is evaluated by the students in each course taught, including experiential or field assignments according to the Statewide and Local Agreements regarding student feedback on teaching. Clinical specialists/lecturers will be evaluated through the established peer evaluation process on an annual basis. The student evaluations and available peer observations and other performance-based criteria shall constitute a part of the review for a subsequent appointment pursuant to paragraph 10 above.
14. The process for initial appointment shall be consistent with the process used to hire all faculty. Prior to conducting an external search for a new clinical specialist/lecturer position, the College may consider qualified adjunct and temporary faculty at the College for the position. At its discretion, the College may offer the appointment of a clinical specialist/lecturer position to an incumbent adjunct or temporary faculty without initiating a search.
15. The College recognizes the following titles and salary ranges for clinical specialists/lecturers. The Senior Clinical Specialist/Senior Lecturer and Master Clinical Specialist/Master Lecturer titles may be earned through the negotiated MOA pursuant to paragraph 10.D above or be appointed at the time of hire, depending upon department needs and the qualifications and experiences of the clinical specialist/lecturer.

Title	Salary Range (10 months)
Clinical Specialist/Lecturer	Ranges 21 thru 24
Senior Clinical Specialist/Senior Lecturer	Ranges 25 thru 28
Master Clinical Specialist/Master Lecturer	Ranges 29 thru 32

All clinical specialists/lecturers shall receive annual across-the-board increases pursuant to Article XXI sections A, B, C, and D of the Statewide Agreement.

16. Each clinical specialist/lecturer shall be provided with shared office space, an identifiable telephone number on which they may conduct College business, and a computer.
17. Academic departments and programs may invite the clinical specialist/lecturer to participate in department meetings and curricular and other educational matters. The level of participation of the clinical specialist/lecturer shall be at the discretion of the department. The clinical specialist/lecturer, however, may not participate in any personnel matters.

This Agreement shall be automatically renewed from year to year unless either party shall serve to the other party written notice of its desire to modify, amend or terminate this Agreement. Any notice to terminate the Agreement shall be given no later than January 1 and such notice shall be effective as of June 30 of that year.

For the College:

William W. Keep

William W. Keep
Interim Provost and
Vice President for Academic Affairs
The College of New Jersey

May 19, 2020

Date

For the Union:

Nancy Lasher

Nancy Lasher
President
TCNJFT, Local 2364, AFT

May 19, 2020

Date