

August 20, 2020 University Response to AAUP-BHSNJ August 17, 2020

within the performance evaluation based upon the terms of the contract or agreement.

While it is recognized that teaching at SHP can involve varying levels of effort depending on program specific requirements, teaching workload maximums will be generally set based on a faculty member's percent effort assigned to teaching as follows:

| Faculty Effort | Maximum Credits Assigned | | Work Day Equivalence |
|----------------|--------------------------|----------|----------------------|
| | 12 month | 10 month | |
| 100% | 27 | 22 | 5 |
| 90% | 24 | 20 | 4.5 |
| 80% | 22 | 18 | 4 |
| 70% | 19 | 16 | 3.5 |
| 60% | 16 | 14 | 3 |
| 50% | 14 | 11 | 2.5 |
| 40% | 11 | 9 | 2 |
| 30% | 8 | 7 | 1.5 |
| 20% | 6 | 5 | 1 |
| 10% | 3 | 2 | .5 |

For courses that are co-taught or team-taught in which a simple division of total credits does not accurately reflect the amount of time each faculty member dedicates to the course, a conversion will be made that translates time to credits with approximately 50 hours of course work (including in-class, preparation, grading, etc.) equaling 1 credit. These calculations would be made by a methodology agreed upon by the union and management. The calculation for individual courses would be subject to approval by the chair.

For teaching responsibilities not associated with student credits (e.g., academic advisement, coordination of practical or field sites, etc.) a similar conversion will be made that translates time to credits with approximately 50 hours of teaching related responsibilities equaling 1 credit.

Faculty members assigned to develop new courses or **courses that require substantial redevelopment** or courses that require substantial redevelopment will receive 1.5 of the full course credit for the full preparation and delivery of the new or **re-developed** course. ~~Credit will be assigned on a case by case basis for other significant curricular development initiatives, including, but not limited to substantial redevelopment of a course.~~

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All other duties or assignments would be considered in terms of estimated average number of days or portion of days equivalent weekly, 5 days per week for a year = 1.00 FTE, one day per week being 0.20 FTE or 20% faculty effort. Activities to be considered for each category in the effort distribution formula include, but are not limited to the following:

(1) Teaching:

- Classroom teaching
- Online teaching
- Clinic and/or laboratory teaching
- Preparation of innovative teaching materials, instructional techniques, or design and development of new curricula
- Development of innovative and/or new courses

Black bold= existing language

Black = language proposed by Rutgers and agreed to by AAUP-BHSNJ

Green – language proposed by Rutgers

Commented [DC1]: August 7, 2020 Deletion

Commented [DT2]: To be clear, this is not a union proposal. This is existing language. It is unclear why the University is proposing now to strike it.

Commented [DC3R2]: August 7, 2020 – University believes the new last sentence provides greater flexibility.

Commented [DC4]: University 6-17-2020 rejects this proposed change.

Commented [DC5]: August 7, 2020 deletion

Commented [DT6]: This sentence was proposed by the University on 6-18-19. The Union was simply agreeing to it.

Commented [DC7R6]: See comment above

Commented [DC8R6]: August 20, 2020 University deletes this sentences and utilizes original language.

Commented [DC9]: University 6-17-2020 rejects this proposed change.

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- Translation of in-person classroom courses to online format delivery
- Course coordination
- Direction of individual student work, e.g., independent studies, chairing theses or dissertations, special student projects, student research for credit, and seminars
- Participation as a member in a thesis or dissertation committee.
- Supervision of students being trained in clinical activities in practical and/or field sites
- Coordination of practical and/or field sites
- Transfer of existing online courses to new learning management systems (LMS) (updates of existing LMS would be excluded)
- Supervision of teaching assistants or student teachers
- Formal student academic or professional development activities

(2) Research and Scholarly Activities

- Scientific research
- Library research/writing
- Publication of articles, books, book chapters, monographs, bulletins, reviews, and other scholarly works
- Writing and submitting grant applications
- Receipt of competitive grants and/or research contracts
- Supervision of research staff including student research assistants working on faculty research
- Presentations at scholarly and professional conferences
- Preparation and application for and receipt of patents

(3) Service

a. University Service/University Governance

- Serve in membership and/or leadership roles in University level activities, e.g., University Senate, special ad hoc and standing committees, etc.
- Serve in membership and/or leadership roles in School level activities, e.g., special ad hoc and standing committees, etc.
- Serve in membership and/or leadership roles in departmental/program level activities, e.g., special ad hoc and standing committees, admission committees, etc.
- Participation in faculty recruitment activities
- Participation in student recruitment activities
- Administrative responsibilities
- Serve in special assignments such as representing the program, department, school or University at national and/or international meetings
- Mentoring of faculty within the University
- Development of processes or instruments useful in solving problems relevant to the mission and needs of the faculty member's unit

b. Professional Service

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- Election to offices in professional associations and learned societies
- Serve on state, national, and/or international committees in professional organizations
- Serve on accreditation review bodies and/or provide consultation on accreditation to other universities/organizations
- Serve as editor or associate editor for professional journal
- Serve as consultant on problems appropriate to Faculty's discipline
- Conduct reviews of publications and/or grant/contract proposals

c. Public Service

- Providing information, advice, or assistance to governmental bodies or providing testimony at hearings of governmental bodies
- Provide educational needs assessment, program evaluation, program development, training, consultation, and technical assistance to local, state, national, and/or international organizations
- Serve on boards of local, state, national, and/or international organizations
- Furnish leaders and groups with objective research results and other resource information for decision-making
- Disseminate in the appropriate media the faculty member's service work and innovations
- Participate in community service activities, e.g., Special Olympics, Give Kids a Smile, etc.

(4) Clinical Practice

- Delivery of clinical services on behalf of the School/Unit/University, not related to teaching activities outlined above, assigned by the program director/chair.

The assignment of effort distribution for the upcoming academic year (September - August) is by the chairperson in consultation with the program director and will be completed and communicated to the Faculty by July 15th of the preceding academic year.

Faculty who do not agree with the effort distribution assignment shall have the right to appeal to a Reconciliation Committee. This Committee shall be comprised of two SHP faculty members appointed by the AAUP, two representatives of management designated by the Dean's office and a fifth member agreed to by both parties. The Committee membership will exclude anyone from the department seeking a determination by the Committee. This Committee will review with both parties the source of the disagreement, and attempt to facilitate a satisfactory resolution. If a satisfactory resolution cannot be made, the Committee will make a resolution recommendation to the Dean, who will make the final determination as to the course of action, which shall not be grievable.

The faculty member must make appeals to the Reconciliation Committee by July 30th. The Reconciliation Committee will identify a resolution within 15 business days of the receipt of the appeal.

An evaluation of the completion of the assigned time and effort will be included as part of the annual evaluation of the faculty member.

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Faculty Overload Pay:

During the term of this agreement, overload pay will be compensated as follows:

Fiscal Year 2021 and Fiscal Year 2022 \$1500 per credit



For the AAUP-BHSNJ

8/24/20

Date



For the University

8/24/20

Date

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