

Faculty Administrative Fellows

Purpose

Since Stockton does not have department chairs, it lacks one of the traditional routes by which interested faculty members have made (or at least explored) a transition into an administrative role. The Faculty Administrative Fellows (FAF) Program will permit a selected faculty member to "shadow" an administrator for a semester and thereby gain some familiarity with the types of work administrators do.

That experience will benefit the faculty member by helping her or him to decide whether to consider seeking administrative positions inside or outside Stockton. It will benefit the college by enhancing the perspectives of faculty who may seek such positions as internal candidates, and by allowing both the faculty and the administrator to gain enhanced insight into one another's perspectives.

Eligibility

To be considered for an FAF appointment a faculty member must be tenured and hold a rank of Associate Professor or higher, and must have served in a leadership position at Stockton such as (but not limited to) program coordinator or director or chair of a Faculty Senate committee. Applicants who become FAFs will agree not to seek promotion or range adjustment during either their year of service or the following academic year.

Application:

Once a year the Office of the Provost will announce the availability of FAF appointments. Initially there will be no more than two FAF appointments in an academic year.

Interested, eligible faculty will confer informally with the Dean or other administrator they wish to shadow to determine whether or not there is a good match and to discuss the general responsibilities the FAF would undertake should s/he be selected. In case the proposed administrator is not the faculty member's School Dean, the applicant should also consult with the School Dean to assure that the timing of such application is consistent with the needs of the program.

Interested, eligible faculty will submit applications to the administrator they wish to shadow, indicating

- Their reasons for wishing to enter the FAF program;
- The administrator whom they wish to shadow;
- Goals they would pursue while in the program;
- Prior experiences that are evidence they would benefit from the program.
- A copy of candidate's CV
- A cover sheet signed by the administrator to be shadowed acknowledging that s/he and the candidate have agreed to the match, and by the candidate's school Dean acknowledging that the Dean has been informed of the candidate's application and has

agreed that the timing of the FAF would not pose an undue burden on the applicant's program

Administrators will forward their recommendations, if affirmative, to the Provost for consideration.

Selection

A committee appointed by the Provost, including three members of Deans Council and two former FAFs, will evaluate and rank the applications and make a recommendation to the Provost. Because an FAF and administrator must work closely together in an atmosphere of trust, no application will be approved without the agreement of the respective administrator.

Responsibilities of FAFs

The activities of faculty selected as FAFs may vary somewhat according to their individual goals in the program and the responsibilities of the administrators they shadow. The following list therefore is intended to be illustrative rather than binding on any FAF. The specific duties of an individual FAF will be arranged between him/her and the administrator being shadowed. The FAF may:

1. Meet with the administrator weekly for a discussion of issues the administrator is working on, and activities of the FAF since the previous meeting.
2. Attend staff meetings and other meetings as appropriate with the administrator.
3. If the administrator is an academic dean, accompany the dean to at least three meetings of Deans Council and to at least two of the dean's meetings with the Provost.
4. If the administrator is an academic dean, meet occasionally with the assistant dean and attend at least one group meeting of the assistant deans.
5. Meet with other administrators as appropriate to the FAF's individual goals.
6. Engage in a series of readings developed by the administrator.
7. May attend one external administration-related conference if available, funded by the college.
8. Within 30 days of the end of the semester, submit a report on the experience, indicating the extent to which goals were met and evaluating the experience.

Compensation

To allow time for the above activities, FAFs will be released from one course/4 TCH teaching responsibilities in the semester of service.

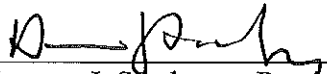
Effective dates


This agreement will be in effect beginning Fall 2012 (announcement of the program's availability for AY 2012-2013 will be made as soon as the agreement is executed). It will be reviewed by the college and the SFT after four academic years.

IN WITNESS THEREOF, the College and the Stockton Federation of Teachers have caused this Memorandum of Agreement to be executed this 9 day of March, 2012.

For Richard Stockton College

For the Stockton Federation of Teachers


Herman J. Saatkamp, President


Tim Haresign, President