

Memorandum of Agreement Stockton Faculty Fellows Program

Preamble

The Stockton Faculty Fellows Program offers faculty members opportunities for professional growth by providing valuable experiences outside of the traditional faculty role by engaging with a variety of Centers, Institutes, and University offices while sharing a faculty members' knowledge, skills, and insight in support of the institutional mission. Additionally, the Faculty Fellows Program demonstrates the commitment of the University to invest in the professional development of faculty through funding of a number of Faculty Fellows or Faculty Administrative Fellows (FAFs) to be determined by the Provost for each academic year. This MOA updates and supersedes the Faculty Fellows MOA of 2019. This MOA also conforms with the Master Agreement, which gives the University the authority to provide faculty release for special needs in the form of alternative assignment.

- I. **Definitions:** The University offers **Faculty Fellowships** and **Faculty Administrative Fellowships (FAFs)**. The distinction between the two is determined by the nature of the proposed project and its goals and may include opportunities for faculty members to "shadow" an administrator (for example, but not limited to, Directors, Deans, Provost, President) as an FAF.

- II. **Eligibility**
 - A. Faculty Fellows: Full-time tenured, tenure-track, non-tenure track, probationary, and part-time faculty, as defined in the Master Agreement, are eligible to serve.
 - B. FAFs: Tenured faculty members who have served in a leadership capacity at Stockton can serve as FAFs.
 - C. Adjunct, 13-D, and 13-0 faculty members cannot serve as Faculty Fellows or FAFs.

- III. **Responsibilities**
 - A. The following responsibilities are common to all Faculty Fellow and FAF positions. A detailed description of the responsibilities specific to a particular Faculty Fellow or FAF position will appear in the call for Fellows/FAFs:
 1. The Faculty Fellow/FAF's responsibilities should align with the mission of the Center, Institute or Office where the Fellow/FAF serves.
 2. The Faculty Fellow/FAF will collaborate with other Stockton University offices and community partners, when appropriate.
 3. The Faculty Fellow/FAF will attend the Advisory Committee meetings during the term of service, if the Center, Institute or Office has an Advisory Committee.
 4. The Faculty Fellow/FAF will attend a professional development series as part of a cohort in relevant higher education topics.
 5. At the conclusion of the term, the Faculty Fellow/FAF will participate in an Institutional presentation detailing the work of their fellowship. The Faculty Fellow/FAF will write a report at the end of the Fellow term, summarizing their accomplishments and documenting how they have met the goals and

expectations of the position. The Fellow/FAF will send the report to the sponsoring office as well as to the Provost, or the Provost's designee, by the end of the summer/semester following the Fellow/FAF's service.

IV. Application from Centers, Institutes, and Offices to Host a Faculty Fellow/FAF and Funding: Each fall, the Office of the Provost will solicit applications from University Centers, Institutes, and Offices to host a Faculty Fellow/FAF. Applications should describe the project that the Faculty Fellow/FAF will undertake, with associated goals and responsibilities as well as how this work contributes to the mission and strategic priorities of the Center, Institute or Office. The funding source for the Faculty Fellow/FAF must also be identified; Centers, Institutes, and Offices may 1) identify an existing funding source; 2) request additional funding from Academic Affairs, Student Affairs, or other appropriate source to support Fellows; and/or 3) request some blend of the previous two options. University Centers, Institutes, and Offices may additionally request a Faculty Fellow or FAF in writing to the Office of the Provost at any time throughout the academic year, should the need arise outside of the normal timeframe for applications.

V. Application for Faculty to Serve as a Faculty Fellow or FAF

- A. Applications for Faculty Fellow/FAF positions should include the following materials.
1. The applicant's 2-page, abbreviated CV.
 2. A letter, explaining the applicant's interest in the particular Faculty Fellow/FAF position. The letter should include a description of the expertise the applicant brings to the position, how the experience will support their professional development, and any additional information requested in the call.
 3. Completion of the Application Cover Sheet with the faculty applicant and Dean signatures.
- B. **FAFs (only):** Faculty interested in pursuing a FAF will work with an administrator to develop a description of responsibilities that the FAF will undertake. The faculty member will submit an application in response to a call that will also include a letter from the administrator describing the project, responsibilities, and expected outcomes.

VI. Compensation and Terms

1. Faculty Fellows and FAFs will serve for one (1) academic year and will receive 4 TCH.
2. Faculty Fellows and FAFs may elect compensation in the form of one (1) course release a year, or the equivalent monetary compensation, subject to the Master Agreement. Faculty may serve in a particular fellow position (i.e., a fellow with the same title and description) for no more than two (2) consecutive academic years without a break in service.

Term

This agreement shall remain in full force and effect from this date until June 30, 2026 unless modified by changes in the Master Agreement or unless a new MOA replaces this one. The agreement shall automatically be renewed from year to year thereafter, unless either party shall give to the other party written notice of its desire to terminate, modify, or amend this agreement. Said notice shall be given to the other party in writing no later than 30 days prior to June 30, 2026 or 30 days prior to June 30 of any succeeding year for which this agreement is automatically renewed.

IN WITNESS THEREOF, the University and the Stockton Federation of Teachers have caused this Memorandum of Agreement to be executed this 01-11-2022.

For: Stockton University

For: The Stockton Federation of Teachers



Harvey Kesselman, President

Emari DiGiorgio, President