

## MEMORANDUM OF AGREEMENT

### REAPPOINTMENT AND TENURE PROCEDURES

In order to promote amicable employer-employee relations between New Jersey City University (the University) and AFT Local 1839 (the Union), the parties hereby agree as follows:

This procedure shall be followed by all faculty reappointment and tenure candidates, and all who are evaluating their applications. The applications and evaluations/recommendations shall be entered into the University's Interfolio system. The candidate will have the opportunity to respond through Interfolio to the recommendations of the Department Personnel Committee (DPC) and the Department Chair (Chair), his/her Dean, and the Provost.

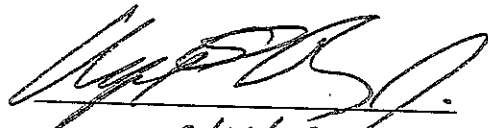
1. Each candidate for reappointment or tenure shall be evaluated, first by their DPC, which shall make a recommendation to the Chair and second, by their Chair, who, in accordance with the established reappointment/tenure criteria, shall make a written recommendation to the Dean with a copy to the candidate.
2. The candidate shall have one day to acknowledge receipt of the evaluations/recommendations of the DPC and Chair, and three additional working days to respond to them if he/she chooses to do so. The response shall be forwarded to the Dean and shall not be available to the DPC or the Chair.
3. The Dean shall consider the evaluations/recommendations of the DPC and Chair, and any response submitted by the candidate. If the Dean's recommendation is consistent with the recommendation of the DPC and the Chair, a statement of concurrence, sent through Interfolio, satisfies this requirement.
4. The candidate has the right to respond to the Dean's recommendation within three working days of receipt of the Dean's evaluation. The response shall be forwarded to the Provost.
5. The Provost shall consider the evaluations/recommendations of the DPC and the Chair, the Dean, and all responses submitted by the candidate. If a recommendation is consistent with the recommendation of the Dean, a statement of concurrence, sent through Interfolio, satisfies this requirement.
6. The candidate has the right to respond to the Provost's recommendation within three working days of receipt of the Provost's evaluation. The response shall be forwarded to the President.

7. The recommendations from all levels of review, including all the candidate's responses, shall be considered by the President.
8. This Memorandum of Agreement shall establish the procedures only for the 2019-2020 academic year. If either party desires to modify, amend, or rework this Agreement, that party should provide written notice to the other not later than August 31, 2020.

IN WITNESS of this Agreement, having read and understood its terms and having agreed to be bound by each of the terms set forth above, the parties affix their signatures below on this day of October 16, 2019.

On behalf of the University:

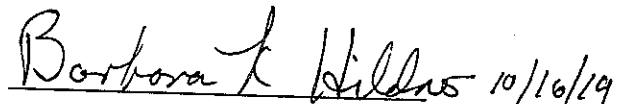
Alfred Ramey  
University Counsel



Date: 10/16/19

On behalf of the Union:

Barbara Hildner  
President AFT Local 1839



Date: 10/16/19