



The statewide Master Agreement that covers Stockton also applies to the terms and conditions of employment for the faculty in all of the above institutions, with the exception of Rutgers University which negotiates with the state separately. Article XVIII of the Master Agreement, the document negotiated between the state and the Council of New Jersey State College Locals, AFT, AFL-CIO, and which governs working conditions for all faculty, outlines both the election process and term of service for department chairs.

The full document is available online at the SFT website, but, in brief, faculty committees of five (5) members elected by a department's membership oversee the election of a recommended department chair.<sup>1</sup>

## Key Findings

A) TITLES: *Most New Jersey colleges and universities use the term “department chair” to designate the leader of an academic unit.*

The exceptions to the statement above are Stockton and Ramapo, which use the titles “coordinator” and “convener” respectively, and Thomas Edison, which does not have a standing faculty as it functions as an entirely online institution. It is important to note that, with the exception of Rutgers University, where department chairs are administrators and members of their own union, Department Chairs at peer institutions are faculty leadership positions and chairpersons remain members of the AFT.<sup>3</sup>

Examples from local agreements confirming faculty status include:

William Patterson University: “During an individual’s tenure as chair, s/he retains all the rights and privileges of a faculty member as contained in the union (AFT/State) Agreement.”

Rowan University: “Chairpersons are not administrators or managers, but elected academic leaders of their departments. Chairpersons communicate with and represent their departments to the dean. They must not be asked to perform administrative duties or duties that violate their AFT contract.”

Jersey City University: “Department Chairpersons are members of the faculty and are not of the Administration. However, they do perform administrative functions, and participate in the governance of the University.”

B) RESPONSIBILITIES: *Department Chair responsibilities are similar across most New Jersey public institutions. There is also comparable in many respects with Stockton’s current coordinator position.*

A review of extant chairperson descriptions from different state institutions indicates several common responsibilities, particularly in terms of providing leadership for:

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<sup>3</sup> This is not always the case at private institutions. At Monmouth University, for example, “faculty must come out of the bargaining unit for the duration of their terms, but most Chairs will return to the faculty upon completion of their terms, except for those who seek and attain administrative positions.” Monmouth also differs in terms of length of service, as these are 12-month positions elected for five (5) years. Remuneration also varies. Graduate chairs teaching a 1-1 load, while undergraduate chairs teach a 2-2; no overloads are permitted, unless approved by their respective Dean. Chairs also receive an increase of \$5,000 in the faculty base salary after the inclusion of the annual increment (with a maximum of two such increases). At the conclusion of the five-year term, Chairs will be eligible for a sabbatical leave. These sabbaticals will be reserved for Chairs and funded independent of standard sabbatical funds but subject to the same conditions. A maximum of two sabbaticals (one semester or two-semester) will be awarded to Chairs per year. Finally, chairs are entitled to a 4-week vacation annually, and—every second year—to summer research leave; an acting chair is appointed in his or her absence.

- < Recruiting and mentoring full-time faculty.
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Center/Institute Directors or Coordinators/Directors of accredited program), manage staff.

On the other hand, Stockton's current Coordinator's Agreement contains items not included at other institutions, such as coordination of General Studies courses (in addition to course scheduling within majors).<sup>6</sup>

C) ASSISTANT CHAIRS/CO-CHAIRS:

Some peer institutions divide the responsibilities of faculty leadership among Department Chairs and Assistant Chairs and/or Program Coordinators.<sup>7</sup> Less information is available about the roles and responsibilities of the latter positions, but, like Department Chairpersons, compensation is often based on a calculation of various factors.

Rowan University has a Program Coordinator position, in addition to Department Chairs. As workload for this position varies, they are reviewed individually to determine whether an adjustment in teaching assignment or additional compensation is warranted (and include such considerations as number of applicants, number of advisees, recruiting responsibilities, recordkeeping requirements, accreditation activities, curriculum development, coordination with other programs, etc.).

William Patterson routinely uses two forms of faculty leadership, beyond Department Chairs. There are currently seven (7) active Assistant Chairs, all of whom receive 3 credits of compensation for specific responsibilities (i.e. work in department honors programs, lab coordination, or accreditation), which can be taken as a course release. The University has an additional eleven (11) Graduate Directors, most of whom receive 3 credits of compensation (two position receive only 2 credits, while one—Nursing—received 4 credits).<sup>8</sup>

D) Compensation: *Peer institutions in New Jersey use various systems to determine compensation for Department Chairs during the academic year; many are based on "tiers," or multi-factor formulas that balance various department characteristics (i.e. number of faculty, number of majors, faculty FTE + pro-rated adjuncts, accreditation requirements, etc.).* Q q 0.00000912 0 612 792 re W\* n Q q 0.00000

The table below compares remuneration, including specific considerations, where applicable.

INSTITUTION	CONTRACT TERM	RELEASE CREDITS	SPECIFIC CONSIDERATIONS
Rowan University	12-month employee	6 credits per semester (12 credits a year)	Credit release can be lower if the department is small and/or "some of the administrative tasks ordinarily performed by the department chair are performed by the office of the dean."
William Patterson University	3-year term	12	





## Additional Material We Continue to Seek

As we noted at the outset of this document the information we were able to garner struck us as not always consistent within the institutions themselves. It may well be that this simply reflects our lack of an adequate understanding of their system but our confusion was exacerbated by our inability to secure information regarding a number of key items.

We conclude by providing a list of some of these missing items and a statement of our commitment to continue to try to locate them where possible. Any assistance the readers of this paper can provide us would be greatly appreciated.

### *The College of New Jersey*

We were unable to find a clearly articulated local agreement that covered the compensation schedule for chairs, as well as any explanation for how such a schedule (if it exists) was designed and how it is implemented. The information we obtained for table above was from personal correspondence with a faculty member who wished to remain anonymous. We were unable to obtain information about the duties and compensations of coordinators.

### *Kean University*

We have been unable to find any recent local agreements covering the chairs. The last agreement we found was from 1974.

### *Montclair University*

While we were able to find some helpful information on the duties and compensations for chairs during the summer, we could not find such materials for the regular academic year.

### *New Jersey City University:*

Similar to Montclair, we were able to secure relatively thorough information on the compensation and responsibilities of chairs during the summer, we have had only limited success when it comes to the academic year.

### *Rowan University*

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*William Patterson University*

There are references in their documents to program coordinators in addition to chairs but we were unable to secure adequate information about the duties and compensations for the coordinator position.