



**Eligibility Requirements**

1. This agreement pertains only to faculty on 10-month contracts.
2. Faculty who are the designated GPC for a particular degree program are those eligible for this arrangement. If they choose not to assume these tasks for July and August, the department may select another faculty member, subject to approval of the Graduate Dean; in the absence of such a designation, the department chair will serve as the de facto GPC.
3. Department chairs are not eligible for this compensation, and if, for some reason they are called upon to make admission, recruitment or enrollment decisions for their students, it is part of their assigned responsibilities for the summer.

In the event that AFT Professional Staff are needed to contact new and continuing non-enrolled graduate students and assist with the registration process beyond their normal work hours, said AFT Professional Staff employees shall be paid one and a half times the hourly rate based upon their current salary. AFT Professional Staff shall report their GPC-related hours biweekly using Workday.

The Graduate Dean will monitor the electronic progress of GPC activities for these months and compensation will occur in two installments: the first regular pay period in August and the second pay period in September for the complete amount for GPCs involved in admissions/enrollment.

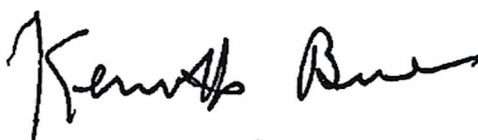
**Reporting**

GPCs receiving summer compensation will submit a brief (less than one page) final report at the end of August on the success and challenges in reaching their outreach and enrollment goals. TGS will use these reports to help identify successful best practices that can be shared with other programs at a later date.

Please address questions to Rebecca Newton in TGS ([shifferr@montclair.edu](mailto:shifferr@montclair.edu)).

The terms of this MOA will remain in effect until either party serves notice in writing to the other party of its desire to modify the terms. Commencing in calendar year 2019 and thereafter as long as the MOA is in effect, such notice shall be given no later than April 1<sup>st</sup>.

  
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Montclair State University

  
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AFT, Local 1904

Dated: 7/3/18

Dated: 7/2/2018