

**Memorandum of Agreement (MOA)**  
**between Montclair State University (“the University”) and AFT Local 1904 (“the**  
**Local”), collectively referred to as “the Parties,” regarding Early Promotion**  
**Opportunity for Newly Transitioned Teaching Faculty**

Whereas, Teaching Faculty who transitioned into non-tenure track roles at Montclair State University on or after September 1, 2024, may bring extensive years of full-time teaching experience in non-tenure track positions; and

Whereas, the Parties recognize the need to provide opportunities for these teaching faculty to apply for promotion commensurate with their professional experience and contributions; and

Whereas, the Parties agree to establish a process for eligible Teaching Faculty with nine (9) or more consecutive years of full-time teaching experience to apply for early promotion from associate teaching professor to teaching professor (i.e., “full” teaching professor) during the initial five (5)-year appointment period;

Now, therefore, the Parties agree as follows:

**1. Eligibility for Early Promotion**

Teaching Faculty with nine (9) or more consecutive years of full-time non-tenure track teaching experience as of September 1, 2024, shall have the opportunity to apply for early promotion to the rank of teaching professor as follows:

- a. Eleven (11) or more years of experience: promotions effective September 1, 2026.
- b. Nine (9) or ten (10) years of experience: promotions effective September 1, 2027.

**2. Continuation of Appointment Without Promotion**

Teaching Faculty who are not promoted during the early promotion process shall continue employment under the terms of their current five (5)-year appointment at the rank determined at the time of transition (September 1, 2024). They shall remain eligible to apply for reappointment with promotion during the reappointment review process, which occurs in year four (4) of their current contract.

**3. Option to Decline Early Promotion Application**

Teaching Faculty who choose not to apply for early promotion during the designated period shall remain eligible to apply for reappointment with promotion for their next five (5)-year contract during the regular reappointment cycle.

**4. Midterm Self-Assessment Exemption**

Teaching Faculty applying for early promotion shall not be required to complete the midterm self-assessment process during their current contract.

**5. Application Materials**

The following materials are required for early promotion applications:

- a. Current curriculum vitae (CV);
- b. Statement and summary of teaching practice, not to exceed three (3) pages;
- c. Statement and summary of work in non-instructional assignments, if applicable, not to exceed three (3) pages;
- d. Statement and summary of service, not to exceed three (3) pages;
- e. Two reports of observations of teaching practice and corresponding faculty responses from the previous 24 months;
- f. Student surveys from the previous 24 months; and
- g. Any additional supporting materials the applicant chooses to include.

**6. Promotion Review Process**

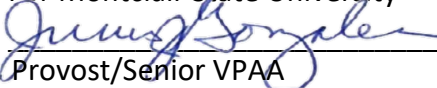
The early promotion review process shall follow Section 4.4 of the Agreement on Teaching Faculty.

**7. Preservation of Existing Agreements**


This Agreement does not otherwise alter nor supersede other agreements between the State of NJ and the Council of NJ State College Locals, nor any agreements between the University and the Local, including the Local Selected Procedures Agreement.

In witness whereof, the representatives of the University Administration and AFT Local 1904 have acknowledged their understanding of this Memorandum of Agreement and affix their signatures below.

For Montclair State University

 04/28/25  
Provost/Senior VPAA

For AFT Local 1904

 4/11/2025  
Hugh Curnutt, VP for Negotiations