

## MEMORANDUM OF AGREEMENT

This is a Memorandum of Agreement (“MOA”) between Utica College (“Employer” or “College”) and The Utica College Chapter of the American Association of University Professors (“AAUP-UC” or “Union”) (collectively “parties”).

The parties agree to amend the 2015-2020 Collective Bargaining Agreement as follows:

Paragraph 1 of Article 8, Section 2 Renewal of Appointments shall be modified to include the language in bold:

The recommendation to the Provost and the President to renew or not to renew an appointment in the first three (3) years of a faculty member’s service at the College is the prerogative of his or her School Dean after consultation with the tenured faculty of that School in a meeting called for that purpose. **Effective August 1, 2018, the Dean of the School of Arts and Sciences shall consult with the tenured faculty of the candidate’s division (Natural Sciences and Mathematics, or Humanities and Social Sciences) rather than the full School of Arts and Sciences.** The recommendation is subject to the approval of the Provost and the President. In cases where non-renewal is recommended, the affected faculty member shall have the right to present his or her case in person to the Provost and the President if he or she has provided in writing to the appropriate offices, no later than ten (10) working days after notification of non-renewal of appointment, notice of his or her intention to appeal the recommendation. The affected faculty member shall have the right to request the assistance of another bargaining unit member in presenting his or her case to the Provost and the President.

Paragraph 1 of Article 8, Section 4, Procedures for Tenure, shall be modified to include the language in bold.

A faculty member under consideration for tenure shall follow the steps delineated in the “Candidate Responsibilities” section of the document titled “Procedures for the Consideration of Faculty for Tenure” as from time to time in effect. The appropriate School Dean will make the above-mentioned document available to such faculty member in accordance with the procedure outlined by the FAC and shall also be available to such faculty member to discuss particular program or plan requirements, materials or other items that such faculty member is considering including as part of his or her record for potential tenure consideration. To facilitate its deliberations, the FAC shall receive recommendations from the faculty member’s School Dean, who may appear before such Committee, and from the tenured faculty of such faculty member’s School, relevant materials

submitted by the faculty member, and any other materials deemed necessary by the FAC. **Effective August 1, 2019, the “School” recommendation for candidates from the School of Arts and Sciences shall come from the tenured members of the candidate’s division (Natural Sciences and Mathematics, or Humanities and Social Sciences), rather than from the tenured members of the entire School of Arts and Sciences.**

Paragraph 2 of Article 8, Section 6, Promotion, shall be modified to include the language in bold.

The School Dean shall request a current Summary of Professional Activities from the faculty member, which the School Dean shall review prior to submitting it to the FAC. The School Dean shall call a meeting of the tenured members of the faculty of the School to discuss the qualifications of the candidate who has chosen to be considered for promotion. The vote and recommendations of the tenured members of the School shall be forwarded to the FAC. **Effective August 1, 2018, the “school” recommendation for candidates from the School of Arts and Sciences shall come from the tenured faculty of the candidate’s division (Natural Sciences and Mathematics, or Humanities and Social Sciences), rather than from the entire School of Arts and Sciences.** The School Dean shall also submit his or her recommendation to the FAC.

Paragraph 1 of Article 8, Section 12, Emeritus Status, shall be modified to include the language in bold.

Upon recommendation of both the tenured faculty and the Dean of the relevant School, the FAC may recommend to the Provost that a retired faculty member be granted the honor of emeritus status. **Effective August 1, 2018, the “School” recommendation for candidates from the School of Arts and Sciences shall come from the tenured members of the candidate’s division (Natural Sciences and Mathematics, or Humanities and Social Sciences), rather than from the entire School of Arts and Sciences.** The decision to grant emeritus status is ultimately the prerogative of the President and the Board of Trustees.

For: UTICA COLLEGE

For: AAUP-UC

By: Laura M. Casamento  
Laura M. Casamento, Ed.D.  
President, Utica College

By: \_\_\_\_\_  
Adam Pack, Ph.D.  
President, AAUP-UC

Date: Sept 25, 2018

Date: \_\_\_\_\_