

**FY24 REQUEST FOR CHANGE OF TRACK FOR NON-TENURED FACULTY IN THE LEGACY AAUP-BHSNJ AND
FACULTY ADMINISTRATORS**

In accordance with the May 1, 2023 Memorandum of Agreement between the University and the Union, faculty on the non-tenure track who adhere to the Rutgers Biomedical and Health Sciences Policies and Guidelines Governing Appointments, Promotions, and Professional Activities of the Faculty (A&P Guidelines), (<https://laborrelations.rutgers.edu/sites/default/files/document/Executed%20AFT-BHSNJ%20MOA%20%2800486836x80A50%29.PDF>) will have the opportunity to apply for a change in track between the non-tenure tracks during the *Fiscal Year 2024* **only** if:

- A. The transfer is carefully justified.
- B. There is an appropriate funding source and necessary resources available within the track.
- C. The faculty member meets the appropriate qualifications of the position.

Transfers between tracks require the written request of the faculty member specifying the track into which they want to transfer, followed by the approval of the department chair, the Faculty Appointments and Promotions Committee, the dean, the provost, and the Chancellor.

Faculty seeking to change tracks under this provision shall complete and submit this form no later than June 30, 2024, along with a current CV, to their Chair.

Name of Faculty Member: _____ Department/Division: _____

Rank: _____ School: _____

Current Track: ☐ Professional Practice ☐ Clinical- Clinical Educator ☐ Clinical- Clinical Scholar ☐ Teaching
☐ Research

Requested Track: ☐ Professional Practice ☐ Clinical- Clinical Educator ☐ Clinical- Clinical Scholar ☐ Teaching
☐ Research

In the space below, please provide careful justification for the change in track (attach additional sheet if necessary).

Faculty Member's Signature: _____ Date: _____

Approvals:

Department Chair's Signature: _____ Date: _____

Faculty A&P Committee Chair Signature: _____ Date: _____

Dean's Signature: _____ Date: _____

Once signed by the Dean, this form and the faculty member's CV shall be uploaded to Perceptive Content by the School Faculty Affairs office for approval by the Provosts and the Chancellor. Once approved, the department will send the formal communication to the faculty.