Letter of Agreement  
Faculty Promotion Checklist  
October 4, 2005

To promote amicable employer-employee relations, William Paterson University ("the University") and AFT Local 1796 ("the Union") agree to the following in regard to the Faculty/Staff Handbook's Promotion Policy.

1. A checklist shall be included in the policy found in the Faculty/Staff Handbook.

2. Each candidate will include the checklist as the first page of their application for promotion.

3. All language in the existing policy on promotion will be changed to conform to the agreed upon checklist.

4. The date of these revisions will be noted in the policy and on the checklist.

5. The length of this agreement is for one year. At the end of the year, the Union and the Administration will review the promotion policy and promotion checklist to determine if further revisions are desirable. If no agreement is reached, the previous interpretations of the policy are in effect.

This agreement does not set a precedent. The parties agree to the substance and form of this agreement. The checklist is attached to this agreement and must be signed by both parties.

[Signatures and dates]

For the University  
Date

For the Union  
Date

For the University  
Date

For the Union  
Date