


DATE: December 13, 2021

TO: Department Chairs and Directors

FROM: Dale S. Koznecki 
Assistant Director, Human Resources - Academics

RE: Part-time Lecturer Notifications

The agreement between the Part-time Lecturers and Rutgers includes the following requirement:

“Any PTL who has taught for at least 4 consecutive semesters or 4 consecutive years, and who has provided written notice of availability for employment in a particular semester to the department in which they wish to be employed, and who is not appointed, shall be given written notice at least two (2) weeks prior to the start of that semester (unless low enrollment is the reason) specifying the reasons for this action...”.

Accordingly, if you have any PTLs who fall into this category who are not being appointed for Spring semester 2022, please send them a written notice specifying the reasons for non-appointment. Also, please send a copy of the non-appointment notice to humanresources@sas.rutgers.edu; we will then send copies to the union and the Office of Academic Labor Relations, as required by the Agreement.

c: P. March
J. Masschaele
M. Anderson
L. Covey
T. Nguyen
D. Vicaro
R. Walkowitz
K. Gallagher