University-Wide Faculty Development
Office for Faculty Development

Check our website for details and updates on support for part-time faculty. Office for Faculty Development.
“Rutgers Office for Faculty Development is taking a leadership role in support of part-time faculty. I am pleased to announce the launch of our PTL Advancement Series, one of the many ways we are expanding our offerings.”

– Dr. Karen R. Stubaus, Vice President for Academic Affairs
PTL Advancement Series

- Webinar
- Workshops
- Mentoring
Support for Part-Time Faculty

Advancement Opportunities
- Implemented in 2019

Professional Development
- Project-Based Funding Annually
PTL Advancement Opportunities

3 levels of appointment

9 percent salary increase

Greater job security
PTL Advancement Success

In the inaugural year, nearly 450 PTLs successfully advanced; the success rate was above 95 percent.
Advancement Criteria

- Service
- Teaching Portfolio
- Evaluation
Annual Application Deadlines

Submit applications to Department Chair. Applications due **Sept. 20** and **March 9**. Application forms available on [Office for Faculty Development](#) website.
PTL Advancement Opportunities

PTL2
- After 12 semesters

PTL3
- After 24 semesters
Application Materials

Courses Taught

• Chronological List of Fall/Spring Courses

Teaching Portfolio

• Responsibilities, Philosophy, Effectiveness
Courses Taught

Not sure? Here’s where to find your course history

- Personal Records
- Departmental Records
- REGIS Grading System
- Payroll Stub
- Human Resources
Frequent Questions

What if I don’t teach every semester?

• Service need not be consecutive; PTLs with a break in service remain eligible, unless the break is three years or more

What if I don’t apply?

• Eligibility doesn’t expire; you may apply at a later date
Teaching Portfolio

Materials for a Teaching Portfolio often pose a challenge. The **Office for Faculty Development** offers advice, workshops and individual guidance.
# Key Elements of Teaching Portfolio

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<th>What</th>
<th>Why</th>
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<td>• Teaching Responsibilities</td>
<td>• Reflective Teaching Narrative</td>
<td>• Proof of your effectiveness through student success, peer reviews, etc.</td>
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<td>• Courses Defined and Explained</td>
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Prepare for Evaluations

Evaluations, including classroom observations, are a critical element to the advancement process. The Office for Faculty Development offers advice and support.
Departmental Guidelines
Expectations for a dance instructor differ from those of a chemistry instructor. Check for departmental specifics.
Outside Achievements

Many PTLs excel outside academia; celebrate those achievements in your portfolio.
Application Review Process/Evaluation

Review by Department Chair/Dean; determination made by end of semester.
Professional Development Funds

- $75,000 annually for PTLs
- More than 50 projects funded yearly
- Awards average $1,000 to $3,000
Workshops and Individual Guidance

The **Office for Faculty Development** offers workshops, webinars and personal consultations to help part-time faculty achieve their professional goals.
Faculty Development Offerings

- Interactive Workshops
- Writing Support
- Common Interest Groups
- Networking and Mentoring
Faculty Development Goals

- Support scholarly productivity
- Foster inclusive communities
- Provide mentoring across career stages
- Teach career development skills
- Promote interdisciplinary collaborations
Faculty Development Team

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