

ARTICLE XX

TITLES AND CLASSIFICATIONS

This proposal is similar to what the University previously offered on 5-19-25 under the heading of Appointments and Reappointments. For ease of further discussion and negotiations, the University has separated out the Titles and Classifications from the Appointment and Reappointment articles to mirror the Union’s approach.

Regardless of the general descriptions of the positions in this Article, and regardless of the title someone holds, only those individuals who provide services to the University in exchange for compensation are employees and in the bargaining unit.

The University offers this proposal on Titles and Classifications with the understanding that the bargaining unit is comprised of the positions listed on the pages of this proposal. However, the University recognizes that the parties are in discussions about clarifying whether other positions not listed in this Article are in or out of the bargaining unit. If the parties add such positions to the bargaining unit voluntarily, or if ordered for inclusion through administrative proceedings (i.e. NLRB), the University reserves the right to reopen this article if, in the University’s judgment, modifications need to be made to certain provisions of this proposal to account for the newly-added positions.

It is also understood that titles of positions may change as a result of negotiations and if so, this Article will be amended accordingly.

It is noted that provisions of this Article that eliminate time caps for some classifications are offered only if the Union agrees to the University’s Appointment and Reappointment article dated 8-4-25 and the University’s last position on Discipline and Dismissal dated 12-12-24 and the workload and promotional expectations delineated herein.

Any new language from previous University proposals are in yellow.

Section A Classifications

1. The University will allocate positions on a “best fit” basis to the most appropriate classification. Classifications shall be based on a position’s duties, responsibilities and qualifications as defined herein.
2. The classifications outlined in this Article supersede any previous classifications used by the University prior to the commencement of this Agreement. The University may assign special titles based on merit, funding source, fellowships or other relevant factors within the classification as defined in this Article. Most titles may also have an additional business title.

Section B. FAS/SEAS- Instructional positions

The general description of the following bargaining unit positions is provided in the FAS Appointment and Promotion Handbook. The FAS/SEAS has the discretion to determine the appropriate types of instructional positions that are necessary to meet curricular and pedagogical needs and to change appointment types as needed. The following length of appointments and reappointments for the positions in the bargaining unit shall be as follows:

1. Lecturer I, II and III

The following section on Lecturers I, II and III that eliminate time caps is offered only if the Union agrees to the University’s Appointment and Reappointment article dated 8-4-25 and the University’s last position on Discipline and Dismissal dated 12-12-24 and the workload and promotional expectations delineated herein.

An appointment as a Lecturer I is for a term of three years (with years 2 and 3 contingent upon a successful review, curricular need and budgetary approval). There are no further reappointments as a Lecturer I after the expiration of their three year appointment. However, during the last of the three years of service in this position, the Employee will be reviewed for promotion to Lecturer II, conditional on curricular need and budgetary approval. Lecturer II positions carry a term of five (5) years. If the Lecturer I is promoted, they will receive a five (5) year appointment as a Lecturer II. If the Lecturer I is not promoted to Lecturer II, then their appointment will expire at the end of their term.

There are no further reappointments as a Lecturer II after the expiration of their five year appointment. However, during the last of the five years of service in the Lecturer II position, the Employee will be reviewed for promotion to Lecturer III, conditional on curricular need and budgetary approval. Lecturer III positions carry a term of five (5) years. If the Lecturer II is promoted, they will receive a five (5) year appointment as a Lecturer

III. If the Lecturer II is not promoted to Lecturer III, then their appointment will expire at the end of their term.

Once the employee is promoted to Lecturer III, there shall be no limits on the number of Lecturer III reappointments, conditional on meeting the criteria outlined below and conditional on the University's determination of continuing need for the position and budgetary approval.

Description of Lecturer I:

Lecturer I is a non-tenure-track position that is held by individuals who serve as course heads for courses that would otherwise be taught by tenure-track or tenured faculty. Lecturers (with the exception, as appropriate, of appointments in the arts) must ordinarily hold a doctorate by the time the appointment begins. All lecturer appointments must be based in a department or degree committee.

Ordinarily, Lecturer I appointees teach the equivalent of four to six courses or sections per year (some departments might consider a very large course to be the equivalent of two courses). The enrollment minimum for Lecturer I positions is a total of 50 enrollments or equivalent per year across all courses. There must be curricular need and budgetary approval for the position.

Criteria for promotion to Lecturer II:

- Must meet the standards for Lecturer I in addition to the following:
 - Alignment with departmental or programmatic curricular goals
 - An ability to provide evidence of student learning
 - Clear alignment between assessments and course learning goals
 - A commitment to fostering an inclusive learning environment that encourages open inquiry and the free exchange of ideas
- There must also be curricular need and budgetary approval for the position

Teaching load:

- 4-6 courses or sections or equivalent, as determined by the division

Enrollment minimum:

- A minimum of a total of 50 enrollments or equivalent per year across all courses

Criteria for promotion to Lecturer III:

- Must meet the standards for Lecturer II in addition to the following:

- Evidence of successfully implementing evidence-based teaching practices, including a consistent history of assessing student learning and making adjustments to teaching based on findings
 - Evidence of mentorship or leadership in fostering these teaching practices amongst peers or mentees (e.g. training Preceptors and/or TA/TFs, etc.)
- There must be curricular need and budgetary approval for the position
- Lecturer III appointments are reviewed by an FAS committee

Teaching load:

- 4-6 courses or sections or equivalent, as determined by the division

Enrollment minimum:

- A minimum of a total of 50 enrollments or equivalent per year across all courses

For those Lecturers employed at the time of ratification of this Agreement and in the middle of an appointment, such Lecturers will be allowed to complete their current appointment. Upon the conclusion of their current appointment, they may apply for an open Lecturer position, which is contingent on curricular need and budgetary approval, and will require an open, advertised search conducted in accordance with all applicable FAS search procedures.

2. **Annual Lecturer.** An Annual Lecturership is a short-term, non-tenure-track position that is held by individuals who serve as course heads for courses that would otherwise be taught by tenure-track or tenured faculty. Annual Lecturers may teach on a full time or part time basis. Annual Lecturer appointments are made for one term or for one year, with the possibility of renewal up to a maximum of 3.0 FTE and then capped.

Ordinarily, Annual Lecturers teach the equivalent of four to six courses or sections per year (some departments might consider a very large course to be the equivalent of two courses), with a pro-rated teaching load for part-time Annual Lecturers. There must be curricular need and budgetary approval for the position.

3. College Fellow. A College Fellowship is a short-term, non-tenure-track position that is held by exceptional scholars who have demonstrated excellence in teaching. In addition to pursuing their own research, College Fellows serve as course heads for courses that would otherwise be taught by tenure-track or tenured faculty. College Fellows ordinarily teach 3-

4 courses (or equivalent) per year, as determined by their division. College Fellows must have completed all requirements for the doctorate prior to the appointment start date.

College Fellowships are 3-5 year non-renewable positions. College Fellows receive mentoring on both pedagogy and career development. There must be curricular need and budgetary approval for the position.

3. **Preceptor I, II, and III**

The following section on Preceptors I,II and III that eliminate time caps is offered only if the Union agrees to the University's Appointment and Reappointment article dated 8-4-25 and the University's last position on Discipline and Dismissal dated 12-12-24 and the workload and promotional expectations delineated herein.

An appointment as a Preceptor I is for one year or it may be for a term of three years (with years 2 and 3 contingent upon a successful review). There are no further reappointments as a Preceptor I after the expiration of three years. However, during the last of the three years of service in this position, the Employee will be reviewed for promotion to Preceptor II, conditional on curricular need and budgetary approval. Preceptor II positions carry a term of five (5) years. If the Preceptor I is promoted, they will receive a five (5) year appointment as a Preceptor II. If the Preceptor I is not promoted to Preceptor II, then their appointment will expire at the end of their term.

During the last of the five years of service in the Preceptor II position, the Employee will be reviewed for promotion to Preceptor III, conditional on curricular need and budgetary approval. Preceptor III positions carry a term of five (5) years. If the Preceptor II is promoted, they will receive a five (5) year appointment as a Preceptor III. If the Preceptor II is not promoted to Preceptor III, then their appointment will expire at the end of their term.

Once the employee is promoted to Preceptor III, there shall be no limits on the number of Preceptor III reappointments, conditional on meeting the criteria outlined below and conditional on the University's determination of continuing need for the position.

Description of Preceptor I:

Preceptor I positions are reserved for teachers who provide language, skill-oriented, or other special instruction (including some introductory disciplinary instruction). They may not offer instruction of a disciplinary nature (beyond introductory instruction) or be in charge of courses of a non-departmental nature such as those offered by the General Education and Freshman Seminar programs. Ordinarily, Preceptor I appointees teach the equivalent of five to six courses or sections per year (some departments might consider a

very large course to be the equivalent of two courses), and at least half of their total work should be comprised of in-classroom teaching and not course-equivalent duties. The enrollment minimum for Preceptor I positions is a total of 30 enrollments or equivalent per year across all courses. There must be curricular need and budgetary approval for the position.

Criteria for promotion to Preceptor II:

- Must meet the standards for Preceptor I in addition to the following:
 - Alignment with departmental or programmatic curricular goals
 - An ability to provide evidence of student learning
 - Clear alignment between assessments and course learning goals
 - A commitment to fostering an inclusive learning environment that encourages open inquiry and the free exchange of ideas
- There must also be curricular need and budgetary approval for the position

Teaching load:

- 5-6 courses or sections or equivalent, as determined by the division

Enrollment minimum:

- A minimum of a total of 30 enrollments or equivalent per year across all courses

Criteria for promotion to Preceptor III:

- Must meet the standards for Preceptor II in addition to the following:
 - Evidence of successfully implementing evidence-based teaching practices, including a consistent history of assessing student learning and making adjustments to teaching based on findings
 - Evidence of mentorship or leadership in fostering these teaching practices amongst peers or mentees (e.g. training Preceptors and/or TA/TFs, etc.)
- There must be curricular need and budgetary approval for the position
- Preceptor III appointments are reviewed by an FAS committee

Teaching load:

- 5-6 courses or sections or equivalent, as determined by the division

Enrollment minimum:

- A minimum of a total of 30 enrollments or equivalent per year across all courses

For those Preceptors employed at the time of ratification of this Agreement and in the middle of an appointment, such Preceptors will be allowed to complete their current appointment. Upon the conclusion of their current appointment, they may apply for an open Preceptor position, which is contingent on curricular need and budgetary approval, and will require an open, advertised search conducted in accordance with all applicable FAS search procedures.

5 Benjamin Peirce Fellow (Math). A Benjamin Peirce Fellowship is a non-tenure-track position in the Department of Mathematics that is held by scholars who possess significant promise as researchers and a strong record of teaching undergraduate or graduate students.

The appointment of a Benjamin Peirce Fellow is for a period of three years. Benjamin Peirce Fellowships are not renewable; however, those who choose to take unpaid leaves during their time as a Benjamin Peirce Fellow may be given the option of extending their Benjamin Peirce Fellowship by an equivalent amount of time, depending on curricular needs and budget constraints, and with approval by the Department Chair. In such cases, appointments as Benjamin Peirce Fellows cannot ordinarily exceed a maximum of 5 years total. Benjamin Peirce Fellows are expected to have completed all requirements for the doctorate before their appointment start date. In addition to their research activities, Benjamin Peirce Fellows are ordinarily expected to teach, advise, and perform limited departmental service.

6. Briggs-Copeland Lecturer (English). This appointment is for a period of five (5) years and is not renewable. It is a lecturership in the Department of English that is designed for accomplished practicing writers.

7 Associate Senior Lecturer. This appointment is for a period of five (5) years and is not renewable. Associate Senior Lecturer is a five-year, highly selective, non-renewable, non-tenure-track position for individuals who have demonstrated exceptional ability as teachers, are meeting a recurring, essential curricular need, and have shown exceptional potential for further growth. Appointments to this position are extremely rare. An Associate Senior Lecturer has at least three years of teaching experience as a course head for courses that would otherwise be taught by tenure-track or tenured faculty. Associate Senior Lecturers must meet **one** of the following sets of criteria. Ordinarily, they have either:

8. Teaching Assistant. Teaching assistants engage in the same kinds of supervised instruction as teaching fellows but are not eligible for teaching fellow appointments or for membership in the HGSU-UAW. i.e they are individuals who are not enrolled at Harvard, or they are students in Harvard non-degree programs outside of GSAS. Ordinarily, teaching assistants will have received at least the AB before the appointment begins. TAs may or may not hold a doctorate.

Teaching Assistant appointments are effective only during the term of teaching and are generally part-time, and are ordinarily limited to four academic years, dependent upon the individual's remaining eligibility within the FAS eight year rule. Whether appointed for a single semester or both semesters, any appointment within an academic year will result in that year counting as a full year of teaching for the purpose of this requirement. After the fourth year of teaching, if the individual is judged to be critical to the courses, exception approval can be sought to teach additional years, up to a cumulative total of eight years.

The University reserves the right to cancel or modify courses of instruction, to change times, days, or locations of courses, and to change a course's instructor(s) at any time.

Teaching Assistants are ordinarily hired only when a suitable Teaching Fellow (typically a Harvard doctoral degree candidate) cannot be identified.

Section C. FAS – Research

The general description of the following bargaining unit positions is presented in the FAS Appointment and Promotion Handbook. The following length of appointments and reappointments for the positions in the bargaining unit shall be as follows:

1. **Fellow.** This appointment is made to enable the individual to pursue his/her/their research under the general supervision of one or more Harvard faculty members. Postdoctoral fellows engage in mentored training to enable them to become independent researchers. To hold an appointment at this rank, the candidate must have received a doctoral degree at the time of appointment. Ordinarily, the candidate will have recently earned a doctorate. The appointment is contingent on funding, ordinarily full-time, made for a minimum of three months, and is not to exceed 12 months. Reappointment at this rank may be possible, subject to review by the principal investigator, and individuals may ordinarily serve in this category, whether full- or part-time, for up to three (3) years.
2. **Post-Doctoral Fellows** This appointment is made to enable the individual to pursue his/her/their research under the general supervision of one or more Harvard faculty members. Postdoctoral fellows engage in mentored training to enable them to become independent researchers.

To hold an appointment at this rank, the candidate must have received a doctoral degree at the time of appointment. Ordinarily, the candidate will have recently earned a doctorate. The appointment is contingent on funding, ordinarily full-time, made for a minimum of three months, and is not to exceed 12 months. Reappointment at this

rank may be possible, subject to review by the principal investigator, and individuals may ordinarily serve in this category, whether full- or part-time, for up to five years

3. **Research Associates.** This appointment is made to enable individuals, who have held at least one postdoctoral fellowship, to continue their research under the general supervision of one or more Harvard faculty members. While more advanced than postdoctoral fellows, research associates still engage in mentored training to enable them to become independent researchers. They can also assist in the mentorship of postdoctoral fellows as part of their professional development. Individuals receiving this appointment will possess a doctoral degree at the time of appointment and ordinarily will have had at least three years of postdoctoral experience. The appointment, which is contingent on funding, is ordinarily made for one year, for a total of up to five years, and is ordinarily full-time. Reappointment to the research associate position beyond five years (whether full-time or part-time) is not possible.

4. **Research Fellows.** This appointment is made in areas where extensive postdoctoral experience prior to a junior faculty appointment is the norm and accords recent recipients of doctoral degrees a modicum of independence in conducting research under the auspices of departments or centers (this appointment currently is ordinarily restricted to the Rowland Institute, John Harvard Distinguished Science Fellows (JHDSF) and NSF-Simons Fellows. The appointment, which is contingent on funding, is made for a minimum of three months and is not to exceed 12 months. Reappointment may be possible; individuals may serve in this category, whether full- or part-time, for a maximum of five years. Appointees will be eligible for appointment to junior faculty positions or to the research scientist or senior research scientist positions.

D. FAS – Professional Staff Titles

1. **Research Core Scientist II.** Execute a range of scientific research activities in a core facility including planning and conducting experiments, recording and analyzing data and provide training to researchers. .

2. **Research Core Scientist III** Independently execute a range of complex scientific research activities in a core facility including planning and optimizing research, designing analysis algorithms, and providing training to researchers.

3. **Research Core Scientist IV** Lead and execute a range of scientific research in a core facility environment including planning and optimizing research, designing analysis algorithms, and providing training to researchers.
4. **Research Core Engineer II** Provide professional engineering expertise in a core facility in process design, training, quality assurance, and developmental activities..
5. **Research Core Engineer III** Independently provide professional engineering expertise in a core facility in process design, training, quality assurance and developmental activities

Research Core Engineer IV Lead and provide professional expertise in a core facility in process design, training, quality assurance and developmental activities.

5. **Senior Research Fellows.** *(NOTE: This position has been excluded by agreement of the parties.*
6. **Research Scientists (or Research Scholars).** Research Scientist appointments are made to secure the paid professional services of an individual in support of research projects directed by one or more faculty members. While Research Scientists have a modicum of independence in pursuing their research, they are, ordinarily, expected to contribute to the intellectual pursuits of the Harvard faculty member's research program or support the needs of a core facility or research center.

In individual cases, they may supervise other researchers in which case they would be excluded from the bargaining unit while carrying out such supervisory functions

Individuals receiving this appointment will possess a doctoral degree at the time of appointment and ordinarily will have had at least five years of postdoctoral experience.

The appointment, which is contingent on funding and space, is made for five years. Feedback on performance will be provided on an annual basis. Reappointment in this rank for an additional five-year term requires review in the penultimate year of appointment, with subsequent reviews for reappointment at similar intervals thereafter. Part-time appointments or non-consecutive appointments for a fraction of a year will ordinarily count as a one-year appointment for determining eligibility for a renewal or a review date.

Section E Medical School

The general description of the following bargaining unit positions is described in Faculty of Medicine Handbook. The following length of appointments and reappointments for the positions in the bargaining unit shall be as follows:

1. **Instructor.** HMS Instructors are typically researchers who meet the HMS requirements for teaching HMS learners for a minimum of 50 hours per year. Existing employees are red-circled into this role at HMS; no new appointments will be made. 1-year appointment, renewable.
2. **Lecturer (annual).** An Annual Lectureship is a non-tenure-track position that is held by individuals who teach in a formal HMS Graduate Education or Medical Education course that would otherwise be taught by tenure-track or tenured faculty. At HMS, these lecturer appointments are typically part-time and the effort is determined for each course based on course credit and course load. 1-semester or 1-year terms, renewable.
3. **Teaching Assistant** Teaching assistants engage in supervised course support. Course support is defined at the appointing department or unit level and will vary based on course needs. Support may include serving as laboratory section leaders, participating in course preparation and instructional design, grading, leading discussion sections, holding office hours and interacting with students. Teaching Assistant appointments are generally part-time and effective for the duration of the term of teaching. 1-semester or 1-year terms, renewable.
4. **Postdoctoral Research Fellow** A Postdoctoral Research Fellow is an individual who holds a doctoral degree and engages in mentored research and scholarly training under the guidance and direction of a Principal Investigator. This full-time appointment is designed to develop the fellow's research abilities and professional skills. 1-year renewable appointment capped at 7 years total. At the conclusion of seven years, postdoctoral fellow will be eligible to be appointed as a Senior Research Fellow.
5. **Senior Postdoctoral Research Fellow** A Senior Postdoctoral Research Fellow is a full-time professional non-faculty appointment primarily in support of research. The Senior Postdoctoral Fellow recognizes a progression beyond postdoctoral training, demonstrating substantial research expertise and increased independence designing and executing complex research projects, contributing to high-impact publications, and making significant intellectual contributions to research programs while working under the general direction of a Principal Investigator. They often mentor postdocs and grad students and contribute to grant proposals in their research area. 1-year term, renewable.

- 6. Postbaccalaureate Fellow** The Postbaccalaureate Fellow is a full-time professional non-faculty appointment for individuals who have completed their undergraduate studies and are working under the mentorship of a Principal Investigator (PI). 1-year appointment, renewable, for a total of no more than 3 years.
- 7. Research Associate** One-year renewable appointment
- 8. Teaching Associate** Teaching Associates provide teaching support for an educational program under the direction of a Department Head, Program Head, or Education Dean. 1-semester or 1-year terms, renewable.
- 9. Research Scientist (RSI)** Research Scientist appointments are made to secure the professional services of an individual in support of research projects directed by one or more faculty members. Research Scientists are expected to contribute to the intellectual pursuits of the Harvard faculty member's research program or support the needs of a core facility or research center. Conducts research as an independent investigator or plays a leadership role in research projects, e.g., by acting as senior analyst in one or more research projects. Presents results and prepares publications. May collaborate with external researchers or supervise research staff. 3-year renewable appointment.
- 10. Senior Research Scientist (RSII)** Senior Research Scientist appointments are made to secure the professional services of an individual in support of the intellectual pursuits of a faculty member(s), department, core facility, or research center. Senior Research Scientists are able to conduct their own independent research in collaboration with a Harvard faculty member or in support of a core facility or research center. They Demonstrate leadership, e.g., as principal investigator, head of a defined research project, or a key interstitial member of a research team. Provide overall program/project leadership and management. Conduct and publish self-initiated research. Conducts research across programs or projects. Train and manage other researchers. Participates in long-range research planning. 5-year renewable appointment.
- 11. Principal Research Scientist (RSIII)** Five year renewable appointments

Section F Divinity School

The general description of the following bargaining unit positions is described in the Harvard Divinity School Faculty Appointments Handbook (~~3.5.2019~~). The following length of appointments and reappointments for the positions in the bargaining unit shall be as follows:

1. **Employee Fellow:** This appointment is made to enable an individual to engage in individual research opportunities under the sponsorship of a principal investigator, faculty member, an academic department, or an affiliated center within HDS. The appointment has no PI rights. The individual must be performing research determined by HDS or the sponsor related to a defined topic or project. Appointment duration is ordinarily 3-12 months, renewable for a total of no more than three years. The appointment is contingent on funding. Ordinarily, will not hold a doctorate.
2. **Post-doctoral fellow:** This appointment is made to enable the individual to continue his/her/their research under the general supervision of one or more Harvard faculty members. The appointment has no PI rights. A post-doctoral fellow must have received a doctoral degree at the time of the appointment- ordinarily, the candidate will have earned their doctorate within the past five years. The appointment is contingent on funding, ordinarily full time, made for a minimum of three months/one semester, and is not to exceed 12 months. Reappointment may be possible, subject to review by the sponsoring faculty members and/or administrators, and individuals may ordinarily serve in this category for up to five years.
3. **Instructor, Adjunct.** Appointments to the rank of instructor (adjunct) are short-term, temporary, non-tenure-track course head teaching appointments equal to or less than half-time in teaching responsibilities (three courses or less). The appointment has no PI rights. In most cases, the appointment is made for one semester, or one academic year. In most cases, the appointment is made for one semester, or one academic year. These appointments are renewable with approval from the Dean and depend on curricular needs and financial resources. Appointees are expected to be either advanced doctoral students or holders of a master's degree in the relevant discipline.
4. **Lecturer, Adjunct.** Appointments to the rank of lecturer (adjunct) are short-term, temporary, non-tenure-track course head teaching appointments equal to or less than half-time in teaching responsibilities. The appointment has no PI rights. In most cases, the appointment is made for one semester, or one academic year. These appointments are renewable with approval from the Dean and depend on curricular needs and financial resources. Qualifications for appointment ordinarily include a PhD or equivalent terminal degree in the field.
5. **Research Associate:** This appointment is made to enable the individual to continue his/her/their research under the general supervision of one or more Harvard faculty members, primarily in the WSRP unit or approval by the Dean. The appointment has no PI

rights. Positions are open to candidates with at least 3 years of postdoctoral experience. Appointments are for 1 year; reappointment may be possible, for a total of up to 5 years.

6. **Teaching Assistant.** Teaching assistants serve as section leaders, tutors, and course section leaders, and always work under the supervision of instructors who hold faculty-level teaching appointments. They are individuals who are not Harvard students and typically hold a terminal or doctorate degree. They are hired only when a suitable teaching fellow (typically a Harvard doctoral degree student) cannot be identified. Usually, part-time appointments only for a term of teaching assistance (e.g. semester, academic year) at a time. Reappointment for a new term is possible up to four years total and capped. A TA role per semester in a given academic year will count as one of the four years.