

**Committee on Non-Tenure-Track Faculty**

**Meeting Minutes**

Tuesday, August 28, 1:30-3:00 pm

392 Lory Student Center

Attendees: Jenny Morse, Dan Baker, Tobin Magle, Leslie Stone-Roy, Patty Stutz-Tanenbaum, Suellen Melzer, Mary Van Buren, Steve Benoit

Minutes passed Dan motioned, Patty seconded

Membership

* Waiting for Natali Ooi (WCNR) to be reconfirmed
* Waiting to find a replacement from CW (TTF rep)
* Tobin (Libraries) is leaving – will be replaced by Christine Pauhliuk for the remainder of her term
* Patty (HHS) Is retiring in the spring– replacement will be taken care of by CoFG policies
  + Nomination from CoNTTF committees in colleges will be regarded highly
  + Can take nominations from the floor of Faculty Council if there is a discrepancy

Stuff that happened over the summer

* Dan Bush emails to educate department chairs
  + Had a year to make codes changes
  + Contract language/appointment types must be changed for fall 2018
* Concerns brought to Tim Gallagher about process in College of Business
  + Haven’t been using new appointment types
* CLA concerns
  + Adjunct – full time – 1 year is a problem – trying to find a workaround
  + We aren’t clear on why
  + Don’t like the continuing termination policy
  + Full time (100% FTE) doesn’t have a specific # classes defined
  + Want to hire people full time for 1-3 years to evaluate them
  + Are part time appointments not attractive?
  + Engineering: why doesn’t NTT system mirror the TTF 1 year contract pre-tenure? – temporary security – we don’t get tenure (property right to job)
  + Concerns about increasing contingency across the university
  + Egr: 1 year notification – too long, can’t handle it – blanket email to NTTF saying no one’s appointment is guaranteed
    - Ranks aren’t necessarily tracks, but may be decided by different colleges
* Degrees and teaching % for Associate professor: nothing in faculty manual – all determined by departments; scholarship of teaching vs. original research
* CoFG motioned to create a “policy committee” to check compliance and receive feedback on violations (accountability) – who is enforcement?

Action items:

* New webmaster needed to replace Joseph
  + Need to know how to post things
  + Assign it to a new member?
  + Patty volunteers for the year – will be replaced by a new member
  + Is the website meeting our needs? Create a working group?
* Review of committee policies and plan for succession
  + Required to decide if we want to changes our procedures
  + Take a vote to approve or recommend changes
  + Look at it for next meeting
  + How do we want chair/vice chair rules moving forward
    - Perception: chair is a 3 year role
    - Currently: We vote every year
    - No chair term limit currently
    - Varies by committee
    - Would it make sense to have a rolling committee (VC, chair, past chair)
    - More complicated with 3 year appointments of this committee
* Review of Natalie Ooi’s notes and teaching effectiveness docs
  + Nothing has been “done” yet – materials to share with departments about evaluation of teaching effectiveness
  + Some departments are already really good at this, some only use course surveys
  + Will need testing and refining
  + How relevant is to for TTF? – in many places, teaching doesn’t count much for tenure and it’s merely more work
  + Gives basis for promoted or dismissal of NTTF

Plans for the semester (list from our annual report)

* We need to decide what we should be doing with yourselves
* We have the big picture – need specific action items for the next year
* Which activities do we want to prioritize?
* Who will be the point person for each activity?
* Prioritize the money things – get information from IR about the budget – are people paid fairly
  + SD have brought in auditors to go through budgets
  + Salary committee (subcommittee of standing committee on women faculty) keeps tabling NTTF – “it’s too hard” – could still set limits

**Reminder:** you’re a voting member of FC. Plan to go, can designate a substitution.

* Look at agenda ahead of time, make sure to look and be there for important votes
* Schedule on FC web site
* Need to tell TG that you’re substituting someone – if you’re designating a replacement for a whole semester/year, has to be approved by the chair of FC
* C101 plant sciences