

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

**Meeting Agenda**

Tuesday, February 5, 1:30-3:00pm

392 Lory Student Center

Attendees: Jenny Morse, Leslie Stone-Roy, Steve Benoit, Suellen Melzer, Christine Pawliuk, Denise Apodaca, Leanne Kaiser, Dan Baker

1. **MINUTES TO BE APPROVED**
	1. APPROVED CoNTTF Meeting Minutes – Nov 27, 2018
	2. APPROVED CoNTTF Meeting Minutes – Jan 22, 2019—with amendment about Sue Doe
2. **CHAIR ANNOUNCEMENTS & UPDATES**

Ashley Stokes (CSU Extension) can come to Mar 26 meeting. Jenny will follow up on inviting Rick and Dan to a meeting.

1. **ACTION ITEMS / DISCUSSION**
	1. Report for Feb 5 Faculty Council meeting: finalizing report
		1. Why is # of special faculty listed? Data is from IR, and we don’t know current appointment type break down yet. Data is to show number of faculty affected, and ratios to TT faculty
		2. Purpose of presentation: show FC the results of the code changes, the progress that has been made, and what still needs to be done
		3. Discussion of reordering slides to highlight colleges that are using CoNTTF Representative input, and level of detail to include in slides
		4. Representatives gave feedback on wording and content of their college’s slide
		5. Plan for FC: Jenny will start, each CoNTTF rep will introduce self with name and college. Jenny will run through slides. Total report time 7-10 minutes.
		6. Add slide with names and email address
	2. Website: Jenny and Joseph proposed to Tim Gallagher money for switching over coding website to an easier system. Approved because it is only about $300 per year. Natalie said she could help, Jenny called for others volunteer to post minutes, reports, train new members.
	3. IR data: Dan checked with Laura at IR, she is working on pulling data and will have draft version by next week. Single pull for this year, once metrics are established we can pull for other years. Dan will send out the data once he receives it
	4. Contract letters: Mary wrote draft, Jenny will edit it and send on to CoNTTF members, then AAUP. Asking AAUP to put pulling the phrase “at a minimum” from the legislation authorizing CSU to sign faculty contracts on legislative agenda, and push for language making 5 year contracts standard.
	5. Other: For new FC positions, such as BOG rep, should we change it so NTTF are eligible? Can propose that CoFG change this, but might be in conflict with state constitution. If NTTF eligible for Semester at Sea, perhaps we can try to make it possible for NTTF to go
	6. Next meeting: IR data, AAUP letter draft, website organization

**4) Adjourn: 2:32**