

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

**Meeting Minutes**

Tuesday, November 27, 1:30-3:00pm392 Lory Student Center

Attendees: Jenny Morse, Natalie Ooi, Christine Pawliuk, Denise Apodaca, Sue Melzer, Steve Benoit, Dan Baker, Ashley Harvey, Patty Stutz-Tanenbaum, and Mary Van Buren

1) MINUTES APPROVED from CoNTTF meeting on November 13, 2018

2) CHAIR ANNOUNCEMENTS

* The next Faculty Council meeting will be on December 4 at 4:00 pm.
* No CoNTTF meeting on December 11.
* Jenny will send out a Doodle poll to schedule spring CoNTTF meetings.

3) ACTION ITEMS/DISCUSSION

* The agenda for the next Faculty Council meeting will include a vote on E.11. Mary shared a note from Marie Legare, the head of CoRSAF explaining the rationale behind the proposal.
* Jenny indicated that LENS might be on the agenda as well. We should expect push back from faculty who don’t want any student surveys as well as faculty who are opposed to doing it on-line. She also described the positive aspects of LENS including the potential to use sets of supplementary questions and the focus on teaching and learning rather than the individual instructor.
  + One concern is that maintaining anonymity makes it impossible to give students credit for completing the survey.
  + Another concern is that the faculty manual states that only comments that are signed can be used in faculty evaluations.
* The NTTF reception was discussed.
  + The turn-out was not big. 80 people registered, but fewer attended.
  + Some people didn’t receive invitations.
  + Administrators did not discuss how people who violated federal law would be held accountable.
  + One administrator stated that promotions would take 4-5 years which is far too long.
    - To facilitate promotions, perhaps we could calculate the amount of money needed for raises and make sure that it is explicitly included in the budget.
  + In the future it would be nice to have a Q&A at the reception.
  + The cookies were great.
* The IR report will be produced over the break by Dan with Diane Miller’s help
* Natalie volunteered to work on the website once Tim and Jenny get it moved to a user-friendly format.
* We are supposed to have a student on this committee, but nobody has volunteered. They have to be in ASCSU.
  + Dan suggested that one of us should present to ASCSU to recruit a committee member, but also to educate student leadership about the nature of NTTF work at CSU.
  + Jenny will talk to ASCSU about arranging that.
  + We are still waiting for another tenured faculty representative on the committee.
* Current contracts for NTTF were compared with the HB 1144.
  + The Committee agreed that the third option offered on the template provided on the Provost’s website should be changed, and that specifically the words “assuming your satisfactory performance, adequate financial support for the position, and” should be struck. This would bring the document in line with a regular contract rather than allowing termination because of a temporary lack of departmental funds.
  + The possibility of getting the legislature to amend the law so that section (d) reads “shall include a provision stating the contract or contract extension is unenforceable only if, during the term of the contract or contract extension, the system of higher education or campus of a state institution of higher educations that is party to the contract:....was discussed. This would keep the university from turning a contract into an at-will appointment.
* In the spring semester, the Committee plans to:
  + Review the IR report and decide how to communicate the findings to relevant parties.
  + Pursue ways to make NTTF contracts more binding.
  + Meet with Dan and Rick over NTTF issues including promotions.

We said good bye to Patty who is resigning at the end of this term and thanked her for her service. Ashley will be filling in for her during the spring semester.