

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

**Meeting Agenda**

Tuesday, September 10, 1:30-3:00pm

380 Lory Student Center

Attendees: Denise Apodaca, Dan Baker, Steve Benoit, Ashley Harvey, Angela Sharpe (INTO), Suellen Melzer, Jenny Morse, Natalie Ooi, Christine Pawliuk, Leslie Stone-Roy, Mary Van Buren

Minutes: Ashley Harvey

1. **MINUTES APPROVED**
	1. CoNTTF Meeting Minutes – August 27, 2019: Moved by Mary Van Buren, Seconded by Steve Benoit. Approved with amended typo changes.
2. **CHAIR ANNOUNCEMENTS & UPDATES**
	1. Mary Stromberger will attend on 10/8 to discuss Grad School bulletin changes
	2. Semester at Sea: Jenny contacted SES(?) to see if Senior and Master Instructor can be added to ranks that are eligible to apply. The Provost’s office indicated that this was not necessary.
	3. Jenny contacted Tim Gallagher to see if for STAs, time since STA can count toward Master Instructor. The STAs are already staggered in number of years since STA, and this may help the future applications for Master Instructor. Tim invited Dan Bush’s input, who indicated that this was not a possibility.
3. **ACTION ITEMS / DISCUSSION**
	1. Website: Christine, Natalie, Ashley.
		1. Content brainstorming:
			1. About Us (CoNTTF reps; Minutes & Reports)
			2. Resources (CSU & Additional)
			3. News & Events
			4. Questions (FAQ and Contact Us)
		2. Photos: all committee members will invite/send NTTF photos to Christine
	2. Campus Equity Week: Denise, Mary
		1. October 21-25 and theme is “The Gig is Up.” Mary reports not a clear chair or plan as of yet. Mary indicated that speakers are needed and asked for ideas. CoNTTF was asked to co-sponsor and after discussion, it was suggested that since Coalition for Academic Labor is the national founder of this event, it would make sense for CSAL (Center for the Study of Academic Labor) to co-sponsor but for CoNTTF to be available for events. For our event, the idea might be to provide a brief update on annual report, allow for meeting of representatives, and a listening session.
	3. We will invite President McConnell to meet with CoNTTF during our regular meeting or at another time.
	4. INTO: Discussion of how INTO faculty and administrative professionals are categorized and paid and INTO issues could be added to upcoming goals.
	5. Extension: Extension is taking steps to propose changes to appointment type, rank, and promotion processes.
	6. Dan Baker’s exercise and goal setting--POSTPONED

**4) Adjourn**