

**COLORADO STATE UNIVERSITY COMMITTEE ON NON TENURE TRACK
FACULTY**
Annual Report for August 2017 to May 2018

MEMBERSHIP 2017-2018

Agricultural Sciences	Matt Camper
Health and Human Sciences	Patty Stutz-Tanenbaum
Business	Jenny Morse, Chair
Engineering	Dan Baker
Liberal Arts	Natalie Barnes
Natural Resources	Natalie Ooi, Vice Chair
Natural Sciences	Steve Benoit
Veterinary Medicine and Biomedical Sciences	Leslie Stone-Roy
Libraries	Tobin Magle
Tenured Faculty	Mary Van Buren
Tenured Faculty	CW Miller
At-large member	Joseph DiVerdi

I. Meetings

The Committee on Non Tenure Track Faculty met 17 times during the 2017-2018 academic year. All 17 meetings focused on moving forward with our proposals and recommendations to improve the circumstances of NTTF at CSU.

08/22/17	Discussed proposal next steps with CoFG and CoRSAF and planned communication with IR to update NTTF info
9/5/17	Discussed proposal progress
9/19/17	Discussed proposal progress. Updated progress on completing NTTF info in IR.
10/3/17	Finalized CoNTTF Fact Sheet and email to Deans and Department Heads in response to numerous inquiries from those administrators about the proposal
10/17/17	Discussion of proposal next steps, NTTF statistics, and creation of Q&A doc
10/31/17	Campus Equity Week Roundtable
11/14/17	Discussion of proposal with CoFG chair Don Estep
11/28/17	Debrief on conversation with CoFG chair and update on CoRSAF progress. Steve Benoit presented research on the history of NTTF at the university and in Faculty Council
12/12/17	Discussion of spring schedule and updates from CoFG and CoRSAF
1/16/18	Discussion of proposal and concerns from CLA, Don Estep, and former CoNTTF members
1/30/18	Discussion of latest drafts of CoRSAF and CoFG motions
2/13/18	Discussion of Faculty Council meeting, CoRSAF and CoFG plans
2/27/18	Discussion of CoFG motions and CLA concerns
3/20/18	Discussion of CoFG and CoRSAF motions
4/10/18	Celebration and discussion of next steps

- 4/24/18 Discussion of CoRSAF's proposed promotion pathway and finalize NTTF Manual Changes Summary
- 5/1/18 Presentation by Jennifer Todd, Matt Hickey, and Gwen Gorzalsky on CoTL Teaching Evaluation materials

II. Additional Meetings and Presentations Prepared by CoNTTF members

- 9/13/17 Chair met with Sue Doe and Jen Aberle about proposal
- 9/15/17 Matt Camper represented CoNTTF in BSPM CAG meeting about proposal
- 9/21/17 Chair and Steve Benoit met with Math Department about proposal
- 9/26/17 Chair and Joseph DiVerdi met with the College of Natural Sciences about proposal
- 10/3/17 Chair met with Marie Legare, CoRSAF Chair, about proposal
- 10/9/17 Chair met with Dan Bush about proposal
- 10/10/17 Chair met with Mary Meyer and AAUP leadership about proposal
- 10/13/17 Chair met with concerned NTTF in CLA about proposal
- 10/16/17 Chair and Patty Stutz-Tanenbaum met with the CHHS Dean Jeff McCubbin about the proposal
- 10/18/17 Patty Stutz-Tanenbaum met with the Occupational Therapy department in CHHS about the proposal
- 10/30/17 Natalie Barnes exhibit on NTTF at CSU opened in the Visual Arts center
- 10/31/17 Chair participated in round table for Campus Equity Week
- 11/6/17 Chair made remarks at CSU NTTF Reception
- 11/7/17 Chair met with CLA AFC about proposal
- 11/10/17 Joseph DiVerdi, Steve Benoit, and Tobin Magle began attending CoRSAF's fall weekly meeting on the proposal
- 11/13/17 Chair met with Faculty Rep from COB for Management, Troy Mumford, about proposal
- 11/28/17 Chair met with COB Dean Beth Walker about proposal
- 11/30/17 Chair met with CoFG about proposal
- 12/6/17 Natalie Barnes and Patty Stutz-Tanenbaum met with the Department of Health and Exercise Science about the proposal
- 1/19/17 Chair, Joseph DiVerdi, Steve Benoit, and Tobin Magle attended CoRSAF's spring weekly meeting on the proposal
- 1/24/18 Chair met with Faculty Council Chair Tim Gallagher about proposal
- 1/26/18 Chair and CoRSAF Chair Marie Legare met with COB about proposal
- 2/5/18 Chair met with CoRSAF Chair Marie Legare about proposal
- 2/7/18 Chair met with former CHHS employee about NTTF concerns
- 4/19/18 Chair met with CoRSAF Chair Marie Legare about proposal

III. Proposal Documents and Committee Process

- Fall 2017** **“Where CoNTTF’s Proposal is Right Now,” AAUP Newsletter, Sept 17**
 Article describing process and current circumstances of CoNTTF’s proposal from Summer 2016.
[CoNTTF Fact Sheet](#)
 In response to numerous inquiries from deans, department heads, and other faculty, CoNTTF prepared a fact sheet with basic information about the

committee and proposal and offered to meet with any groups interested in learning more about the proposed changes to NTTF roles.

[Recently Received Questions and Answers](#)

In response to presentations to several departments and additional inquiries from faculty, departments, and colleges, CoNTTF prepared a Q&A about the most frequently asked questions and invited further conversation from faculty about the proposed changes to NTTF roles.

History of NTTF at CSU

Steve Benoit researched the circumstances of NTTF from 1972 through the present and gathered data on their appointment types, status, voting rights, and other descriptors.

Potential Impact in Faculty Council of NTTF Voting

Steve Benoit created a spreadsheet illustrating the potential change to Faculty Council's composition if NTTF were allowed to serve as representatives and vote in Faculty Council.

Spring 2018

[Summary of Proposed Changes to Section E2 of the Faculty Manual](#)

In preparation for the discussion and vote in Faculty Council, CoNTTF prepared a summary document to highlight and explain the specific recommendations being made.

[Chart of Proposed Changes to Appointment Types](#)

To provide a visual representation of the proposed changes, CoNTTF prepared this chart.

[Faculty Manual Changes Summary](#)

To help prepare faculty, departments, and colleges for the changes that passed in Faculty Council in April, CoNTTF prepared this document as a guide as to what needed to happen and who would be responsible for each step.

“Towards *One Faculty*,” AAUP newsletter, Feb 18

Article summarizing goals of and changes addressed by CoRSAF's proposed changes to E.1. and E.2.

IV. Other Committee Business

Leadership and Committee Composition

- Jenny Morse served as Chair for 2017-18 and has been reelected for 2018-2019.
- Natalie Ooi served as Vice Chair for 2017-2018.
- Steve Benoit has been elected Vice Chair for 2018-2019.
- Susan Meltzer has been confirmed by CoFG as Matt Camper's replacement from CAG for 2018-2021.
- Denise Apodaca is expected to replace Natalie Barnes who is rotating off. Her name has been submitted to CoFG.
- Natalie Ooi is expected to be reelected by Warner College to a new term on CoNTTF. Her name has not yet been submitted to CoFG.
- Patty Stutz-Tanenbaum is retiring and will need to be replaced next spring.
- CW Miller is retiring and will need to be replaced this fall.

Business

For the upcoming 2018-2019 Academic Year, CoNTTF primarily expects to be involved in implementing the changes to the Faculty Manual passed in April and approved by the Board of Governors in May. CoNTTF can help message to NTTF, departments, and deans; guide changes to offer letters and appointment types; create informational documents; and further support the important steps in bringing current practices in line with the changes to the manual.

Additionally, CoNTTF looks forward to CoRSAF's promotional guidelines passing in the fall and again helping to implement and educate the community about those changes.

Further areas for work include

- Create a record of grievances & issues brought to the CoNTTF and their outcomes
- Encourage NTTF voting representatives on all remaining Faculty Council Standing Committees:
 - Committee on Faculty Governance
 - Committee on Libraries
 - Committee on Responsibilities and Standing of Academic Faculty
 - Committee on Scholarship, Research, & Graduate Education
 - Committee on University Programs
 - University Curriculum Committee
- Identify and report on voting rights for NTTF in departments and colleges
- Review contract language for compliance with HB1144 and protection of academic freedom
- Ask for an audit of the budget, particularly to investigate how NTTF are being paid
- Request that Institutional Research publish a report on NTTF salaries, titles, years at CSU, percent FTE, and other relevant information
- Review of Faculty appointments for appropriate classification, particularly for those in non student hourly or AP positions
- Audit department and college codes for compliance with the manual, review actual practices in departments for compliance with the manual