



Committee on Non-Tenure-Track Faculty
Meeting Minutes (taken by Dan Baker)
Tuesday, December 3, 2019 1:30-3:00pm
390 LSC

Faculty Attending: Jenny Morse (Chair), Denise Apodaca, Dan Baker, Steve Benoit, Ashley Harvey, Megan Hollis, and Christine Pawliuk

1) MINUTES TO BE APPROVED

- a) CoNTTF Meeting Minutes from Nov 19, 2019 were reviewed
 - i) Motion to approve Christine – 2nd Ashley

2) CHAIR ANNOUNCEMENTS & UPDATES

- a) Schedule for Spring 2020
 - i) Schedule was distributed for every other week meetings in the spring 2020 semester. All meetings will be in LSC 390 – except for the May 5th meeting in LSC 324.
- b) Next meeting January 21 – Denise Apodaca will take minutes

3) ACTION ITEMS / DISCUSSION

- a) Update on motions
 - i) **Proposed revision to C.2.1.3.1:** Working to submit via CoFG motion in the Spring 2020 semester
 - ii) **Draft motion for CoNTTF chair to be paid:** is being drafted by Jenny to be submitted to Rick Miranda with a possible follow-up meeting.
 - (1) Multiple exceptions are asked of the CoNTTF chair above and beyond the chairs of other Faculty Council committees
 - iii) **Grievance protection for academic freedom (K.3.1.g amendment):** While an employee is on a contract, then they are eligible to use section E.11 of the code. However, NTTF faculty who are on Continuing or Adjunct Appointments are not eligible for section E.11 protection. This proposed amendment considers adding violations of academic and/or intellectual freedom as a grievable action.
 - (1) Alternate idea: could termination related to academic freedom be routed through the Office of Equal Opportunity after an NTTF employee is terminated? Possibly, but NTTF are not a legally protected group, so possibly not.
 - (2) Action item: Jenny plans to discuss the proposed changes in section K with Richard Eykholt and also related amendments to documents in the CSU Policy Library which currently exclude NTTF.
 - iv) **Possible revision to D.4** (for AP's that have teaching, service, and/or research in their designated workload): to also be discussed Richard Eykholt and possibly AP council
- b) Website
 - i) Christine met with Happy before Thanksgiving who suggested a series of changes.

- ii) After changes are made, it needs to be submitted for an accessibility check and then can go live

- c) Draft of award for supportive administrator (Ashley)
 - i) Ashley drafted a proposal for the award for CoNTTF to react to
 - ii) Jenny is not sure if the President's NTTF Reception will continue in the upcoming year, hence 'conferred annually' may be more appropriate
 - iii) Committee suggested various modifications to the proposal including alternatives of using a letter of submission or an online form
- d) Professional development institute session
 - i) Denise is looking for help on Wednesday, Jan 15 @ 1pm LSC 304
- e) Supplemental Pay:
 - i) Dan failed to submit supplemental pay details to Rita before Thanksgiving break,
 - ii) Action item: Dan will submit information for all CoNTTF members who submitted their information by 12/4
- f) IR faculty data:
 - i) Dan has emailed Ana Silva @ IR twice but has heard nothing back
- g) Goal setting (put off to another meeting)

4) Adjourn 3:00pm