



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

Tuesday, May 5, 1:30-3:00pm
Zoom

Attendees:

Jenny Morse, Lean Kaiser, Sean Bryan, Joseph DiVerdi, Christine Pawliuk, Denise Apodaca, Dan Baker

Minutes to be approved

CoNTTF Meeting Minutes last meeting – Sue Ellen moved to approve, Joseph seconded.

Chair Announcements and updates

- a) Meeting minutes: Leslie Stone-Roy
- b) Website is live, although not everything is in there yet. It will remain hidden until content is available. Many thanks to Christine for taking the lead on this. Dan is creating graphics that can be added.
- c) NTTF & letter from Rick
 - Jenny reported that she received a letter from Rick that indicated NTTF promotion letters all signed and agreed we should preserve NTTF appointments and will communicate with HR to help NTTF
 - The number of letters required for promotion was discussed. Wording indicates at least 2 letters recommended for promotion, but others pointed out that only two should be enough. The point was made that NTTF don't get tenure, so the process for promotion shouldn't be exactly the same. The number of letters varies across the university and was discussed at a recent Council of Deans meeting. It was pointed out that the number of letters required might differ depending on instructor vs. professor track & the specific promotion (e.g., assistant professor to associate professor vs. associate professor to professor). Instructors get paid less, so promotions shouldn't be as hard to obtain.
 - Base pay and furloughs were discussed in terms of if the university cuts salaries and/or furloughs employees, would this be across the board, or more at higher levels since some NTTF have very low salaries already.
 - It was agreed we should thank Rick for the letter, but indicate that we are still concerned about the number of letters required for promotion and base pay issues.
- d) Faculty council meeting this afternoon. Committee discussed the CoFG proposal to amend section of faculty manual that affects NTTF. Jenny plans to make a statement in the discussion at the faculty council meeting.
- e) There was discussion about the planned NTTF protest and how to make a statement and maintain social distancing and Covid safety measures.

Action Items / Discussion

- a) Choose chair and vice chair – Jenny was nominated as chair and Steve as vice chair. There were unanimous votes for both.

b) Annual report – Jenny will communicate with us about that, it's usually due first week of June

c) Dan – still working on data information and graphics and when they are ready, Christine can put them on the website. Sean offered to help with figures. This was a huge accomplishment for this year. In the fall, Dan is happy to keep working on the data, or hand it over. Some software would be needed.

d) plans or goals for next year

- strive for continued equity during upcoming budget challenges
- make sure we don't lose anything we've gained
- list of NTTF grievances – should general ones be posted on website?
- ensure we have representatives on standing committees. It was noted that Joseph will be on the retirement planning committee.
- Check on voting rights by reviewing college codes to make sure they align with faculty manual
- Ask for audit of the budget
- Report based on IR data (it was noted that information only available for fall and not spring & is a snapshot)

Meeting ended 2:30 pm