Colorado State University

Committee on Non-Tenure-Track Faculty
Meeting Minutes
Tuesday, January 19, 1:30-3:00pm
Zoom

Attendees: Jenny Morse, Denise Apodaca, Steve Benoit, Megan Hollis, Leann Kaiser, Suellen Melzer, Jamie Neilson, Natalie Ooi, Pinar Omur-Ozbek, Leslie Stone-Roy, Mary Van Buren, Joseph DiVerdi.

1) **Discussion of upcoming potential agenda or action items:**
   a) Suellen mentioned that College of Ag is revising documents for annual evaluations and promotion to give clear guidelines. Revised so that the non-tenure track version of the provost's document for promotion stands on its own (e.g., removed "tenure" and related keywords). Plans is for these to be used at college level as living documents.
   b) Discussion of mentoring committees, specifically for/by non-tenure track faculty (as raised by Natalie). Challenges arise due to a limited number of faculty in higher ranks to serve on mentoring committees. Potential action item: generate a list of faculty at relevant (higher) ranks to reach out for service.
   c) Discussion around obtaining letters for promotion. Variability in definitions and requirements (department by department), concerning numbers of or identities of letter writers (external vs internal; NTTF vs TTF). Current requirement for letters is 1 internal, 1 external as based on first-year requirements (until CCAF task force recommendation).
2) **Minutes from 12/1/2020 approved.**
3) **ACTION ITEMS / DISCUSSION**
   a) Summary of discussion about S/U options and late withdrawl for students during pandemic from fast response team (Jenny). Some discussion about what constitutes "S": C and above. "U" includes D/F. Many students want D to be included in "S". Issues around laboratory class late withdrawal and challenges with next semester registration. Some trouble in courses that require prerequisites of B or higher when an "S" is received.
   b) Motion to propose changes in "Section C.2.1.9.3 Membership and Organization Motion" that would allow NTTF to have seats on committees. Discussed specific proposed wording changes. To-do: write a rationale that makes this language consistent with other recent approved changes. CoNTTF should review Section C to make sure there are no other changes to be proposed (e.g., eligibility based upon elected positions).
   c) Net Disposable Income, as posed by Dan Baker: How can we actually pay people enough? Can we calculate the net disposable income for our faculty? Perhaps too messy, time intensive, and subjective (e.g., personal choice outside of institutional responsibility). Discussion around Equal Pay for Equal Work law in Colorado, but the issue (e.g., not all 3 credit courses are paid the same rate) revolves around the going "market" for a course.
   d) Annual Data Pull. Come up with questions to highlight in the data (Pinar and Dan will do the analytics). For example, how many faculty are reported as "on contract." A concern that contracts are not being used. Ideally, broken down by college.
4) **Meeting adjourned early.**

Meeting minutes submitted by Jamie Neilson