



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

Tuesday, September 22, 1:30-3:00pm
Zoom

Attendees:

Jenny Morse, Steve Benoit, James Neilson, Christine Pawliuk, Leann Kaiser, Pinar Omur-Ozbek, Joseph DiVerdi, Loni Thorson, Denise Apodaca, Natalie Ooi, Suellen Melzer

1) MINUTES TO BE APPROVED

- a) CoNTTF Meeting Minutes – September 8, 2020
 - i) Christine moved to approve. Natalie seconded. Approved.

2) CHAIR ANNOUNCEMENTS & UPDATES

- a) Meeting Minutes: Leann Kaiser Oct 6: Suellen Melzer
- b) Sue Doe had questions on the NTTF Administrator Award proposal:
 - i) should it be awarded by the president’s office, provost’s office, or faculty council?
 - ii) If we ask for administrative support, who would be responsible? CoNTTF would be responsible.
 - iii) How would we pay for a plaque and/or cash award? Faculty Council does not have money. Jenny will ask provost’s office for a yearly honorarium for a plaque.
- c) Jenny wrote Sue James about topics from the September 8 CoNTTF meeting with Sue Doe. Her responses to these topics are as follows:
 - i) NTTF reception: Joseph reported he emailed Joyce McConnell and Mary Pedersen and he was asked to help plan this in a virtual format.
 - ii) Contracts: Sue James is wondering if we should have an open forum so people can ask questions and be educated on contracts for NTTF. But, an open forum would be a dialogue, which may not be what is needed. There needs to be awareness of what contracts currently are/include. Perhaps an open forum would be better at a later date.
 - iii) Salary Equity Committee will be reviewing NTTF salaries as their next step, but they haven’t met yet.
 - iv) Accountability: Sue James is continuing to think on this and will get back to Jenny.
 - v) Voting Rights: Sue James is continuing to think on this and will get back to Jenny.
- d) Dan Stephens: His health has declined. Jenny will create a link for a card for signatures from NTTF and others thank him for his work on the petition to increase NTTF base salaries.

3) ACTION ITEMS / DISCUSSION

- a) Review Teaching Continuity Team’s CoVID plans:
 - i) Need context – what would need to happen (what is the threshold) to move to from Option 1 to 2 or from Option 2 to 3?
 - ii) May not be practical for instructors and students to understand what is required or expected from them at any phase or option.
 - iii) Concerns about “infection density” (e.g. if several cases are in a single classroom, how would that affect things?)

- iv) Concerns with shifting back and forth between online and face to face. There is a lot of monitoring, lack of student engagement with shifting formats, etc.
- v) Not all parties who need information are included on the proper list serves and receiving information (e.g. adjunct faculty).
- vi) Suggestion: Give more agency to faculty to decide how their courses are offered (moving online if they feel it isn't safe to be in person, etc.) NTTF cannot easily make choices on teaching format, etc. if they don't feel like they can ask for what they want/need (based on their position).
 - (1) Allow more faculty to decide they are going fully online, right now, so they can plan a high quality class. This leaves more space on campus for those courses that have a higher need to meet in person. It will hopefully also decrease the number of courses that need to shift between online and in-person during a semester, which is not a good model.
- b) Loni Thorson from INTO: Let us know that all INTO NTTF are continuing appointments, there are no contracts. All faculty have been reduced to 50% this fall (essentially a furlough, which President McConnell noted in her September 22 email, is not happening at CSU), with only a couple of weeks notice. The number of credits taught by INTO are very high. 12 month employees are not making the new NTTF base salary. Who is/should be advocating for INTO? Jenny suggested we ask Sue Doe if INTO can share the current situation at a Faculty Council meeting. There is a concern that being too transparent might have negative consequences for people at NTTF. Loni is also considering writing a letter to the Collegiate. Natalie noted that INTO is a separate, private, entity and it follows different rules from CSU. Upper administration might need to be the one to make the bigger stand that INTO needs to follow CSU guidelines.
 - i) Loni will put together an outline of where INTO is in conflict with the faculty manual.
 - ii) Jenny will ask Sue Doe about the possible process of CoNTTF presenting at Faculty Council.

4) Adjourn at 2:58 pm