



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

Tuesday, May 4, 1:30-3:00pm
Zoom

Jenny Morse, Joseph DiVerdi, Leslie Stone, Natalie Ooi, Christine Pawliuk, Denise Apodaca, Steve Benoit, Mary Van Buren, Leann Kaiser

1) MINUTES TO BE APPROVED

- a) CoNTTF Meeting Minutes – April 20, 2021 (p. 2-4): motion by Leann Kaiser, seconded by Steve Benoit. Unanimously approved.

2) CHAIR ANNOUNCEMENTS & UPDATES

- a) Meeting Minutes: Christine Pawliuk Next Meeting TBD
- b) Update on letters—Presented them at Executive Committee on 4/27
 - i) Contracts letter: the CCAF Task Force is looking at the contracts issue; discussion of this issue should also include CoNTTF and Faculty Council, so that all parties are working together. Jenny hopes to have conversations along these lines over the summer, to enhance cooperation with the CCAF Task Force and Faculty Council to promote shared governance.
 - ii) Unaffiliated faculty letter: Executive Committee was very concerned about this issue. Jenny shared that there are 200 APs who are teaching; also spoke about INTO, Honors, and Graduate program faculty. Discussion occurred about whether there is a good mechanism to figure out who these faculty are during the Executive Committee meeting. Joseph DiVerdi states that HR has information on who the AP teaching are, but the names are redacted in the CCAF task force's data. The systems to find this information easily need to be fixed, which Sue James says is a large project that has been started. But Executive Committee can still locate these faculty in the absence of a new system. These issues also cannot wait years for a new system to be implemented, especially since which department manages promotions and representation in shared governance needs to be solved sooner. Jenny and Sue Doe will meet to discuss next steps.
 - iii) Resources for faculty: letter sent to Sue Doe, and she replied that they are working on this. Jenny will continue to have conversations through the summer.
- c) Update on Section C motion
 - i) COFG decided C.2.1.9.3 needed updating to allow NTTF to serve on the Executive Committee, since NTTF are allowed to serve as FC members. This is already on the FC agenda and will go through. The CoNTTF motion to allow NTTF to serve on standing committees will be put forward in the Fall, but there will be a discussion about whether there are any committees that it doesn't make sense for NTTF to serve on.
- d) Annual Report to be written, approved, and submitted by May 31: Jenny will draft this next week, and send it out to the committee for suggestions and approvals before submitting it to Executive Committee.
- e) Other Faculty Council agenda items: electing new members of CoNTTF. Denise Apodaca is rotating off of the committee, to be replaced by Anne Krieg, and Suellen Melzer is up for re-election to the committee.

3) **ACTION ITEMS / DISCUSSION**

- a) Elect Chair and Vice Chair: Jenny moved that Steve continue as Vice Chair; Denise seconds. Unanimously elected. Joseph moves that Jenny continue as Chair, Leann seconds. Unanimously elected.

4) **Adjourn: 2:30 P.M.**