



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

Tuesday, October 19, 1:00-2:30pm
LSC 380

Attendees:

Jenny Morse, Jamie Neilson, Joseph DiVerdi, Pinar Omur-Ozbek, Ashley Harvey, Leann Kaiser, Sean Bryan, Suellen Melzer, Andrea Duffy, Mary Van Buren, Steve Benoit, Christine Pawliuk, Student representative: Shoaib Memon.

Meeting started at 1:05 pm

Meeting minutes by Pinar Omur-Ozbek

1) CoNTTF Meeting Minutes – October 5, 2021 (p. 2-4)

- a) Motion: Joseph
- b) Second: Mary
- c) Approved: Unanimously

2) CHAIR ANNOUNCEMENTS & UPDATES

- a) Next Meeting: Nov 2 Zoom; Minutes Christine Pawliuk
- b) Adrianna Kezar visit November 8: 1) 10-11:30am, Reception and 2) Changing Titles presentation 2-3pm
 - Some of us did not get the invitation to the events on Monday. We will request to have a separate meeting with Adrianna Kezar as CoNTTF.
- c) AAUP and Collective Bargaining email and survey
 - Gretchen shared that there were some responses to the survey, but we need more to support collective bargaining. We will send another reminder in a few weeks.
- d) Campus Equity Week tentative schedule:
 - 1) Information Session, October 26, 3-4:30pm
 - Flyer is prepared with our name on it. CLA would like CoNTTF to take it over. We may not be very comfortable to take it over. We would participate to the events.
 - LSC 224 is the location for the presentation. Joseph is open to suggestions on the presentation, and what to present. Service requirements, definition of contract, continuing, adjunct. Snapshots of information on where we are right now.
 - We may bring our own virtual option.
 - 2) AAUP Unions panel, October 28, 4-5:30pm
 - LSC 306, afterwards Ramskellar
 - No virtual attendance option
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 - 3) NTTF Listening Session,
 - Avogadro's 3-4:30 pm
 - Questions from NTTF and to help them with their problems – goal of the listening session
 - Note taker might be a good idea
 - 3) TBD, October 27, 5:30-7pm or October 29, 3-4:30pm

- 3) CoRSAF and student complaints in manual
Department heads sometimes hold on to student complaints and bring them up at inopportune times, such as right before a promotion. This was a recent case, the committee decided to promote the faculty but the chair pulled out the complaints. The NTTF involved had to take a semester long training and didn't receive the promotion. Jenny contacted Richard to highlight that this was not acceptable as the NTTF was not notified of the students complaints before. Richard agreed to put something on the manual to make sure that the faculty member is notified at the time of complaint and they can resolve it at that time. If a complaint will be used in the packet, the faculty member needs to have access to the info, sans student identity. CoRSAF will look at it before it goes before the faculty council. This is beyond NTTF, as it affects all faculty.

- a. Service for Contract and Continuing: E. 12. 3. 7
Departments are encouraged to include contract and continuing faculty in service assignments, especially through membership on appropriate departmental committees. Also, contract and continuing faculty are encouraged to participate in service activities when the opportunity arises. Such service shall be acknowledged in the effort distribution and the annual evaluation of the faculty member. In addition, it shall be compensated for by a reduction in other duties and/or supplemental pay. It is understood that a reduction in other duties may need to be averaged over more than just one or two semesters. For example, a continuing service percentage of 5% might be compensated for by a release of one course every fourth semester.
- Steve Shulman was asking about service expectations. CLA was having major issues. CLA was saying 5% was already included in the base salary, but that is not what the manual says. And they were going to reduce the salaries if faculty don't have service component. We don't agree to the reduction in salary for no service.
 - NTPF task force report 2019 said that the 5% in the base salary.
 - Base pay should be for teaching, and if there is service added, the salary should be compensated.
 - CLA NTTF is trying to push back. But there is no collective action.

4) ACTION ITEMS / DISCUSSION

- a. CoFG message, attached
- Committee looked over the document Jenny wrote
 - SAUs may be dynamic in their mission – referring back to Sue Doe's comments
 - Steve Reising/CoFG need to figure that out, faculty is being hired into SAUs and they need to find a way to make it work.
 - We can return to this after their input to make it better.
 - All agreed to move forward with the document

b. Midpoint evaluation, E. 14. 2, attached
Ashley's question and she was missing, we weren't clear with the question. The system is clear for pre tenure, we would like to have a similar (optional) system for the NTTF. T&P take a good look at the progress of the faculty. The process is not uniform among colleges and departments. Going through a review a few years before the promotion may be beneficial. We talked about the probationary period for TT vs NTT, and there is not a big reason to have a probationary period for NTT. There may be an evaluation to go under

contract from continuing. Would help with goal setting for future. It may be strategic to have low stakes motions mixed in with the bigger stakes. Every two contract cycles may be the timeline for the review. Would go to CORSAF, so we may discuss this again at another meeting.

Meeting adjourned at 2:28 pm.