



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

Tuesday, November 30, 1:00-2:30pm
Via Zoom

In attendance: Jenny Morse, Christine Pawliuk, Suellen Melzer, Leann Kaiser, Sean Bryan, Joseph DiVerdi, Tom Conway, Pinar Omur-Ozbek, Jamie Neilson, Mary Van Buren, Ashley Harvey, Steve Benoit

1) MINUTES TO BE APPROVED

- a) CoNTTF Meeting Minutes from November 16, 2021 were approved.

2) CHAIR ANNOUNCEMENTS & UPDATES

- a) Meeting Minutes: Mary Van Buren Next Meeting: December 14 at Ramskeller
- b) Sue James and Alex Bernasek coauthored an article for the Source about Adrianna Kezar's visit without contacting Sue Doe or CoNTTF. Jenny Morse and Sue Doe will coauthor an article on the same subject over the next week.

3) ACTION ITEMS / DISCUSSION

a) University Distinguished Teaching Scholar

Ashley Harvey presented proposed changes to the requirements for UDTS that would allow NTTTF to compete for this award. Changes involved just three clauses, two of which struck "must have tenure." Conversation ensued about the third proposed change that involves the clause "will have received university, national, or international recognition" and whether that excludes NTTTF. New language would have to be approved by the Provost. Requirements for UDTS might also be included in the Faculty Manual, and that would have to be brought to the Faculty Council by the Committee on Teaching and Learning.

Committee decided that Jenny Morse should explore possible wording and potential strategies and bring them back to CoNTTF.

b) Midpoint evaluation, E 14.2

Committee discussed the need for midpoint evaluations for NTTTF. Feedback should be provided then, not at time of promotion. Instead, there should be a developmental process that leads to application for promotion. Various models were discussed. Committee decided that Jenny should talk to the head of CoRSF about how required midpoint evaluations could be incorporated into the Faculty Manual and then bring the discussion back to CoNTTF.

c) Code audit

Jenny created a shared folder and sent Committee members the link. In it are the CHHS document and a link to the Provost's website.

Discussion ensued about how to divide the work. Joseph DiVerdi will make a sign-up sheet and put it in the shared folder where everyone can sign up to review five departments; a second

round of auditing will involve an additional review of each department's code by faculty outside the college.

Meeting was adjourned at 2:15.