



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

Tuesday, April 5, 1:00-2:30pm  
LSC 380

- 1) Attendance:** Jenny Morse, Christine Pawliuk, Mary Van Buren, Kendall Stephenson, Sean Bryan, Jamie Nielson, Ashley Harvey, Laurel Bond, Suellen Melzer, Pinar Omur-Ozbek, Steve Benoit, Dani Castillo (for Thomas Conway)

**2) MINUTES TO BE APPROVED**

- a) CoNTTF Meeting Minutes – March 22 (p. 2-4): approved with unanimous consent

**3) CHAIR ANNOUNCEMENTS & UPDATES**

- a) Meeting Minutes: Christine Pawliuk    Next Meeting: April 19, Zoom; Minutes: Tom Conway  
b) Revisions to E. 2. 1. 3 and E. 2. 1. 4: Jenny presented at Executive Committee last Tuesday, and are up for discussion in Faculty Council later today. Discussion in Executive Committee: they did not oppose the motions, but they didn't understand many pieces such as appointment types. So we can expect questions on those topics at Faculty Council. From this discussion, Jenny saw no reason this won't pass, but there may be some wordsmithing in the meeting

**4) ACTION ITEMS / DISCUSSION**

- a) Code audit—update  
i) Send Jenny summary about codes reviewed, with what stood out and what wish was in the code. Anything Jenny should be emphasizing in the report within the next week so that she can finish up the report
- b) Professional Development: NTTF have until July 1 to apply for this, but want to move the deadline back to March 1 for future years. Jenny asked for numbers of people who have received the funding, but the only reply was that not many people applied.  
i) Many NTTF probably do not apply because the amount of support is only one course release, and this is likely not enough to be worth it. There is concern that this could be interpreted by administration as NTTF not wanting the leave
- c) Service expectations: concerns within CLA about how this is getting defined. Some departments are interpreting service as needing Exceeds or Superior rating in order to qualify for promotions. Also working on boundaries between service and Teaching, Mentoring, & Advising.  
i) Service is not counted this way for tenure faculty. In general, exceeds/superior is not required for promotion. This should be equitably applied for all faculty  
ii) Writing guidelines for what counts for service: NTTF in the School of Education were able to create these guidelines themselves. In Ag, Suellen came up with general examples for what counts as service. Libraries are going to be doing this next academic year. Engineering does not have clear guidelines for service or promotion standards for other parts of work distribution.

- iii) There is still a lot of confusion about differences between service and engagement, and whether Extension work (engagement) can apply to service time, and how this applies to job duties. Problems with Extension around this issue could be an opening to work with CORSAF about revising the service definitions again.
- iv) Another issue: in CLA or generally, are there enough service opportunities for NTTF to meet these exceeds/Superior requirements?
- v) When there are few tenure line faculty, contract and continuing faculty can become overloaded with all of the service opportunities that arise.
- vi) Jenny will continue conversations with others, and we will likely develop recommendations for promoting standards for service and promotion
- d) Collective Bargaining updates
  - i) Bill has not been introduced yet. They need testimony, so encourage people who have struggled to submit testimony. Or send letters of support. K-12 has been removed from the bill, so only higher ed and counties are still included. Right to strike is also under discussion. Mary will resend the information to send in comments/testimony
- e) VP Jenelle Beavers visit for discussion on Courageous Strategic Transformation
  - i) From VP Beavers: working on the implementation of the strategic plan to be published by June 1 so people can see the timeline, who is accountable for what, and help identify what work should be stopped/paused to address priorities. Salary competitiveness, budget remodel process, and climate change initiative are top three current priorities at the beginning of this implementation. Also: she interprets faculty as inclusive of all faculty, not divided by appointment type.
  - ii) Goals from CoNTTF, particularly from 2016 report submitted to President, has been slowly implemented. But there wasn't an opportunity to share these goals and work with the CST process. Jenelle suggested that we send the reports to be used in the implementation process.
  - iii) How does CST process account for NTTF in terms of wages? This is meant to be inclusive of all employees. Will look at all salaries that fall outside of a band first, to address greatest need first.
  - iv) How will the band/comparators be determined? Jenelle doesn't know specifics, but it will be available.
  - v) Salary Equity exercises for admin pros and NTTF have been promised, but not delivered on in the past. Jenelle: delivering on these is a reasonable part of the future process
  - vi) What is the university stance on hiring increased numbers of TTf vs. NTTF? Jenelle: this might be too granular for the CST document, but the working group would address this type of issue.
  - vii) For other ag-related campuses outside of main campus: not many sustainability practices are being implemented and there is not much infrastructure to support these. Jenelle: Many parts of the plan address sustainability, and this should definitely be part of the implementation plan.
  - viii) Question about Provost task force report that was chaired by Alex Bernesek—to what extent were those recommendations put into the CST? Jenelle: will need to talk with Mary Pedersen is looking at them. Jenelle has not seen this report; Jenny will share it.
  - ix) Affordable housing data—for NTTF average salaries include transitional appointments, which are tenured faculty who are retiring (the highest end of salaries), which skews the average higher. Jenelle will let HR know about this issue

- x) Comment from Jenelle: this conversation has been demonstrative of problems on many campuses with siloed work. After Jenelle reviews the documents Jenny will send, we can work on determining where NTTF goals fit into the CST goals and implementation plan.

Adjourned: 2:35 P.M.