



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

Tuesday, October 4, 1:15-2:15pm

Attendees: Jenny Morse, Scott Wiebensohn, Pinar Omur-Ozbek, Kendall Stephenson, Ethan Billingsley, Joseph DiVerdi, Laurel Bond, Thomas Conway, Olivia Arnold, Mary Van Buren, Jennifer Reinke, and Ann Hess

Minutes: Olivia Arnold

1) MINUTES TO BE APPROVED

- a) CoNTTF Meeting Minutes – September 20 (p. 2-3)
 - i) Minutes approved

2) CHAIR ANNOUNCEMENTS & UPDATES

- a) Meeting Minutes: Jennifer R/Tom Conway October 18 on LSC 300: Pinar Omur-Ozbek

3) ACTION ITEMS / DISCUSSION

- a) Campus Equity Week: October 24-28
 - i) Presentation and Q&A on Contracts
 - (1) Mon 12pm
 - (a) Invite Department Heads, recruit Provost Office, VP for Faculty Affairs
 - (i) Create documents to explain difference between contract, continuing. Highlight that someone in a contract appointment can engage in the grievance process, make changes, someone in a continuing appointment cannot
 - (ii) Jenny, Joseph to present Monday at 12pm. Olivia to attend.
 - (2) Fri 3pm
 - ii) Informal Gathering
 - (1) Listening session at Avos
 - (2) Fri 3pm
 - iii) Ethan to make flyers to send out
- b) Update on Workload Equity and NTTF Task Force from Tom Conway at 1:50pm
 - i) Survey to get feedback around what is happening in departments, colleges around transparency, workload between, across units, departments. Survey will be shared at faculty council meeting today.
 - ii) Goals: 1) creating sustainable structures (do people know what they are supposed to be doing?) 2) increase transparency for how workload is evaluated, 3) revise budget model to reflect who we are.
 - iii) CCAF contracts task force → who is getting contracts and how? Transparency, clarity, agency, faculty choice. Requests of committee: looking at language of appointment letters (we will be sent a link to a folder where we can share appointment letters). Jenny will share 2016 report.
 - iv) Will add goal to look at removing continuing contracts.

Notes:

- Initiative to remove continuing appointments
- AAUP Faculty Survey