



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

Tuesday, January 24, 2023, 1:00-2:00pm

Attendees: Ann Hess, Jenny Morse, Scott Wiebensohn, Sean Bryan, Jennifer Reinke, Joseph DiVerdi, Kendall Stephenson, Layla Malander, Ryan Brooks, Pinar Omur-Ozbek, Mary Van Buren, and Olivia Arnold

Minutes: Olivia Arnold

Not in attendance: Tom Conway/Margaret Miller

1) MINUTES TO BE APPROVED

- a) CoNTTF Meeting Minutes – November 29
 - i) Approved at 1:04pm
 - ii) Minutes next week: Ryan Brooks

2) CHAIR ANNOUNCEMENTS & UPDATES

- a) Introductions of CoNTTF new and previous members

3) ACTION ITEMS / DISCUSSION

- (1) Service Audit
 - (a) Reviewed and finalized questions regarding service (on One Drive)
 - (b) Please sign up for 5 department codes to review for the service-related questions (sign up on One Drive by next meeting) and have reviewed the department codes by the following meeting
- (2) Updates to contract legislation
 - (a) Discussed language changes to reflect more inclusive language in the legislation
 - (b) Discussed change in contract length from 3 years to 5 years

Meeting adjourned at 2:00pm