Colorado State University

Committee on Non-Tenure-Track Faculty
Meeting Minutes
Tuesday, February 21, 1-2pm
LSC 300

Attendees: Jenny Morse, Olivia Arnold, Pinar Omur-Ozbek, Mary Van Buren, Margaret Miller, Ann Hess, Joseph DiVerdi, Scott Wiebensohn, Sean Bryan, Layla Malander, Ryan Brooks, Christine Pawliuk, Jennifer Reinke
Not in attendance: Kendall Stephenson

Meeting Minutes: Sean Bryan

1) **MINUTES TO BE APPROVED**
   a) CoNTTF Meeting Minutes from February 7 were approved unanimously
   b) Minutes next meeting: Ann Hess

2) **ACTION ITEMS / DISCUSSION**
   (1) Discussion of Contracts Task Force report with guest Christine Pawliuk
      (a) Christine: Charge of task force was to look at the current contract system, how is it working and what recommendations. Charge was somewhat limiting; they did not have time to explore deeper issues or other models. Biggest issues: peoples still don't understand how it is supposed to work. Large differences between departments. People don't know if they are on contract or continuing. Recommendations: put in criteria on when people get contracts. Education is needed.
      (b) Jenny: Did you talk about the letter templates from the provost? Letter is not clear about what type of appointment someone has. Can you clarify the template?
      (c) Christine: They looked at them, but that didn't come up.
      (d) Ryan: Did anything else come out of the survey?
      (e) Christine: Just a lot of confusion.
      (f) Ryan: What was the divide on what do people view as the most secure appointment?
      (g) Christine: 38% viewed continuing as more secure, 36% viewed contracts as more secure.
      (h) Ryan: There needs to be consistent messaging. What's next?
      (i) Christine: CoNTTF could develop faculty manual language to prompt departments to make better policies. Edit section E214H to put in that departments should have developed standards for when people are on contracts.
      (j) Jenny: Could ask depts to think about switch to contract like a tenure process. Could be tied to promotion to Senior Instructor.
      (k) Joseph: Sue Doe intended this to be a short term shot in the arm and reserved the right to extend the activity.

(l) Mary: Shouldn't be on faculty to ask for one, should be on dept head to a offer. Should get rid of Continuing category.

(m) Jenny: Did the task force discuss getting rid of continuing?

(n) Christine: We didn't really have time. Started to look at other models. What should happen going forward?

(o) Jenny: We have a lot of people who are on continuing that could be on contracts. Should we do a straw poll of faculty council posing different options.

(p) Sean: Could we change the default on contract renewal?

(q) Jenny: This language has already been changed.

(r) Margaret: This issue has not been solved in 4 years. Removing continuing could be an easy fix.

(s) Joseph: Can you clarify what the libraries are doing?

(t) Christine: Contracts are being used for short term positions.

(u) Ryan: Similar procedure in Engineering

(v) Discussion around at will status – many continuing feel stable, but that isn't the case for all colleges.

(w) Layla: Do we have any power to change things? What does it take to make changes?

(x) Jenny: We can change the policy, but we can force the chairs and deans to comply. So we are trying to figure out how to write the rules to force compliance.

(y) Scott: We have to acknowledge that these terms mean different things to different people.

(z) Christine: I'm sympathetic to idea of getting rid of continuing, would solve some of these issues.

(aa) Jenny: The continuing appointment is basically what special used to be, that is why it is familiar.

(bb)   Jenny will ask executive committee about a straw poll to faculty council.

(2) Review Service Audit
   (a) Link to service audit template: https://colostate-my.sharepoint.com/:x:/g/personal/jmorse_colostate_edu/EQEaKHOa0htAke YjQQrss-8BgS6RC907oWQctHJlRuZUyg?e=GTSAbb
   (b) Link to whole Code Audit folder in OneDrive: https://colostate-my.sharepoint.com/:x:/g/personal/jmorse_colostate_edu/EQEaKHOa0htAke YjQQrss-8BgS6RC907oWQctHJlRuZUyg?e=GTSAbb
   (c) Where are we at on service audit?
      (i) Most are done or close to done
      (ii) Question - Do SAUs need a code? – only if they have directly hired NTTF
      (iii) Jenny: Business School – Master Instructor is only rank that needs to have above average in service
      (iv) Plan to be finished with service audits by next meeting and start writing report.

Meeting adjourned at 1:58pm