

**Nontenure Line Faculty Committee
Minutes**

**Friday, Sept 8, 2017
1:00 – 3:00 p.m., JCK 880**

Members present: Glynda Betros, *Janet Bezner (New incoming Chair), Sherwood Bishop, Matt Bower, Wendi David, Kevin Jetton, Maureen Lemke, Amy Meeks, Sherri Mora, Kay Newling, Jo Beth Oestreich, Suzanna Okere, Caprice Pierucci, Katie Salzmann, Maureen Smith, Sue Stewart, Gloria Velasquez, Renee Wendel, Chair Alex White, and Holly Wise.

Welcome: Chair Dr. Alex White

NLF Reception

Funding: From the University:

McCoy College	200
CIS/QM Dept.	150
Management Dept.	150
Marketing Dept.	200
ECO/Finance Dept.	100
Accounting Dept.	150
McCoy Subtotal	950

Anthropology Dept.	200
English Dept.	300
Geography Dept.	100
History Dept.	100
Modern Language Dept.	150
Political Science Dept.	150
Psychology Dept.	100
Sociology Dept.	100
Liberal Arts Subtotal	1200

Family Consumer Science, ,
McGraw Hill (\$1,000) and Pearson (\$500).

- Advertising: E-vite will be sent out again. The Senate will also receive in E-vite to attend.

Displays at the event: Powerpoint and verbal remarks

Agenda:

- Honor Per Course Faculty with long tenures
- Newly advanced faculty
 - Lecturer → Senior Lecturer
 - Assistant Professor of Practice → Associate
 - Etc.
 - **Will recognize Andrew Marks**, founding member of NTLF
Committee: Spokesperson: Chair White

Set-up to help by 3:30 pm

Kevin has peel-off/on nametags-attendees fill out when they arrive. Jo Beth will work on securing Gold stick-on ribbons for NTLF members. Special thanks to Kevin for his organization of this upcoming event; Caprice for sending out the E-vites and Sherri for assistance for securing

Publisher financial support, and others who secured funding from various university departments.

Chair White introduced the incoming Chair for the NTLF Committee: Janet Bezner. Welcome!

Future NTLF Meeting Dates/Times:

October 20, 2017, 1:00 – 3:00 pm

November 17, 2017, 1:00 – 3:00 pm

- Review of NLF Workload Release (applications due Oct. 9, available to NLFC Oct. 24 or so)

NLF Workload release workshops:

- 9/26, 11 – Noon, Alkek 119:
- 9/27, 11- Noon Alkek 118:

New Business

Action Items for the committee:

1. No NTLF are recognized at Convocation. We will develop a plan to submit to Faculty Senate to have this recognition included during Convocation.
2. Lack of support for instructors teaching in the large theatres. Apparently, there is a staffing issue (LBJ). {Sherri shared: *Rene (TECH support) was out of the office. Protocol was not followed. NTLF needs to confirm (15 theatres) there will be support if problems arise, i.e., access the room, equipment, etc.
3. We want to learn how to implement recognition, acknowledgement, i.e. years of service to Texas State, for per-course instructors for their service, not just based recognition on full-time concurrent teaching.
4. Discuss how to access retirement benefits beyond just full-time part-time instructors: Legislative action required.
5. Announcement: University Distance Learning Committee (Sherwood): There has been proctoring assessments (piloting program) of students taking on-line testing. There are discussions during the spring or fall of next year all hybrid and on-line classes will implement some type of monitoring student assessment system. This may change the university's use of the TRACS program (to some other system) due to proprietary issues, etc. {TRACS can not support this type of monitoring system}.
6. Motion PASSED by acclamation: Kevin Jetton to serve as Vice Chair of the NTLF Committee.
7. Jo Beth Oestreich will continue to serve as Secretary for the NTLF Committee.

Updates:

- NTLF Orientation: Three were held, August 22: 2:00 pm and 6:00 pm and August 23: 9:00 am
Total number in attendance: 52, 26 full-time, 26 per course faculty attendees
NTLF assisting Chair White: Allie, Sherri Mora, Amy, and Jo Beth
Evaluations: Results: majority scored 4 out of 5 (some 3's)
Faculty records provided great information, etc. for the orientations and created a Virtual Binder with lots of data, etc. for access/review of faculty
- Student Insights from 2017 Texas High School Graduates

Surveys were completed by students and some concerns noted from the surveys: Lower academic requirements, etc./---apparently reflecting a perception issue. Marketing will target working with guidance counselors in schools to be certain any misperceptions are corrected, etc.

**To be Tier 1, Top 25% of students entering most come from this population. Last year 51%, this year, 50%*

- UG Enrollment data for this year:
 - Flat [-may be lower next year.]
 - Larger freshman class
 - More graduates, more graduating quicker
 - Fewer transfer students-**note**, community college enrollments are down. *However*, dual-enrolled classes have increased. Enrollment has increased from 5- 20%). Additionally, we have a large number of veterans who are attending TX ST thanks to Hazlewood. As a result, they attend for free, but TX ST picks up the payments for these students (or family of veterans). This impacts our budget.

Relating to the university budget, there is a 2% decrease in funding in all colleges. Depending on legislative action, veterans attending the university, etc., funding is lower for this school year.

- Digital Measures
 - No longer run report/ download / upload
 - Currently per-course instructors are not required to complete this information
 - Next year, the university wants **everyone** to participate (preparing for our SACS, etc. review). As a result: 'All in' participation.

3:00 Adjournment

Reminder: next meeting is October 20, 2017 1:00 – 3:00 pm, Faculty Senate Room

Respectfully, submitted
Jo Beth Oestreich, Secretary