**Minutes**

**Non-tenure Line Faculty Committee**

**Friday, April 16, 2021**

**1:00-3:00 pm**

**Zoom**

**Zoom: 940 3983 0158 (password: onefaculty)**

**Members Present:** Lynn Ledbetter, Kevin Jetton, Amy Meeks, Valerie Anderson, Shannon Duffy, Britney Webb, Glynda Betros, Shawn Boyd, Suzy Okere, Kris Toma, Dan Smith, Karla Hamelin, Nicole Hengst, Susan Holtz, Shawn Camp, Matthew Bower, Gloria Velasquez, Matari Gunter, Rene Wendel, and Jo Beth Oestreich.

**Meeting opened by Chair Ledbetter at 1:03 pm**

**Approval of March 26, 2021 minutes**

**Old Business:**

* **Spring 2021 NLF Appreciation: Update: Chair Ledbetter:** Upon selection of the Part-time Teaching Awards, a letter will be sent out to NL faculty providing updates and more of work completed by the NLF Committee.
* **NLF Career Path Proposal/Teaching Faculty Policy. Update: Chair Ledbetter:** Lynn will meet with Senate Faculty Chair Bezner to discuss how aspirant institutions paid for their career path proposals and insert suggested language, etc., into our document and submit edits for review to the subcommittee. Once edits have been completed, the proposal will be sent to the NLF committee for review and approval. After the NLF committee approves the changes, the *Teaching Faculty Policy* will be sent back to Dr. Thorne and the Provost at the beginning of fall 2021.
* **Faculty Accomplishments – in process. Reminder,** all NLF committee members are encouraged to request accomplishments from colleagues in their respective colleges and departments to be uploaded to the NLF website.

**Fall 2021 semester events**:

* **New NLF Orientation Sessions**: **Tue 8/18 9-11am and 6-8pm** in **UAC 275**. Members assisting: Kevin, Amy, Glynda (am session), Jo Beth and any other NLFC members able to attend. **NOTE:** Members will need to coordinate a time to review and update the presentation for these sessions in early August OR e-mail reviews/updates to Lynn by the **Tentative date: August 10.** Jo Beth will update the PPt and sent to members able to present to review.
* **NLF Appreciation Reception Proposed Dates**:

**2021 Proposed date: Thu 10/21** (both 4-6pm in the Alkek Witliff Gallery). Jo Beth will try to ‘book’ Boko to attend this event (NOTE: sent a request on 4/17 to Spirit Club to reserve Boko). Kevin will secure and organize the catering, permits, etc. for this event. NLF committee members are encouraged to invite external funding sponsors for this event. Kevin will sent out a sample sponsorship letter for members to use to encourage sponsors to support this event.

**New Business:**

* **NLF PT Teaching Awards – review of rankings. NLF Recommend the following to receive this Award:**

**Health Professions: Nicholas Betz**

**McCoy: Justin Wilhelm**

**COE: Leticia Grimaldo**

**Fine Arts and Communications: Hannah Spector**

**Liberal Arts: Peter Siegenthaler**

**Faculty Senate Updates: Lynn:** Discussions for next week: Academic Freedom and Personnel Committee Policy. The President’s Town Hall on President April 20 at 2:00 pm.

**Spring 2021 Graduations will take place at the Football Stadium.**

**Evaluations of Chairs and Deans**: Some issues arose concerning how comments/evaluations are shared related to review of Chairs and Deans. Chair comments are kept internal, Dean evaluations are published for 90 days beginning in September. Past comments on Deans are archived on the university website. Susan from The College of Science and Engineering, Physics Department (began this year) shared her department holds a closed meeting with Non Tenure Track faculty to provide faculty an opportunity to share questions and concerns. This interaction provides an open forum to address issues/questions and find solutions sooner than later. All information is aggregated and sent to the Chair and Associate Chair.

* **NLF Committee Meetings for 2021-2022:** Committee plans to meet on the third Fridays for the 2021-2022 year from 1-3pm.

**First meeting for 2021: September 17, 2021**

**Book Club Update: Amy: Successful!** Amy, Jessica Robinson and Candace will meet soon to discuss future book club sessions for the 2021-2022 year (continuing via Zoom). The author, Sarah Rose Cavanaugh, did Zoom in for a “Let’s do lunch” Zoom session on April 2.

**Meeting Adjourned by Chair Ledbetter at 2:25pm**

Respectfully Submitted,

Jo Beth Oestreich

Secretary