**Non-tenure Line Faculty Committee**

**Minutes**

**Friday, September 16, 2022**

**1:00-3:00 pm  
UAC 275 and Zoom**<https://txstate.zoom.us/j/91465392835?pwd=RnE0WmtZLzZ6a0VxREF2Q0VXYW1Xdz09>

**Meeting ID: 914 6539 2835**

**Passcode: onefaculty**

**Members Present:** Jenn Jensen, Kevin Jetton, Howard Williams, Austin Talley, Amy Meeks, Dan Smith, Renee Wendel, Kay Newling, Brandon Lunk, Elvia Perrin, Dan Sneed, Kris Toma, Christi Townsend, Kimberly Rosenbaum, Sandra Duke, Susan Hall, Brad Beauvais, Wendi David, Portia Gottschall, Gloria Velasquez, KeriAnne Moon, Selen Hatipkarasulu, Glynda Betros, Ted Lehr, Scott Vandenberg, Suzy Okere, and Jo Beth Oestreich.

Chair Jensen opened meeting at 1:00 pm.

August 26, 2022 Minutes approved.

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| **Old Business** | |
|  | **NLF Reception Update (Kevin)**: Files were sent to everyone related to the upcoming Appreciation Reception (will be attached to our minutes for today) funding. McGraw-Hill is the only external sponsor at this time. BOKO is scheduled to appear. We are waiting confirmation from President Damphousse if he will attend. Renee will provide contact names to Kevin for the Appreciation Reception at the Round Rock Campus in the spring. Prospective Dates: **April 12 or 15, 2023.** |
|  | **Faculty Title Series Update (Jenn**): The Sub-Committee met with Dr. Thorne, Matt Brooks, and Lyndi Wittekiend, with Dan, Renee, Sandra, Amy and Jenn in attendance. The plan is set for fall 2024 implementation date. President Damphousse is supportive of this Series. This type of Series was implemented where he served before. The Series will be included in the Strategic Plan. Jenn will meet with Dr. Thorne, Matt Brooks, and Lyndi Wittekiend on September 28 related to next steps. We are encouraged to participate in the drafting of the policy in the various colleges and departments. It would be helpful to check current tenure track requirements to help create the detailed expectations at the department level for the Faculty Series. Jenn will send out the September 21, 2022 draft version of the Faculty Series to NLF committee members. |
| **New Business** | |
|  | **NLF Volunteers for Promotion Policy (Jenn):** Jenn was contacted by Dean Hailey, who is chairing a committee to develop a new promotion policy for all NLF. Currently the administration is using tenure faculty policy. This is a separate policy. This does not replace the Faculty Title Series.   * Our volunteer representatives: * **Clinical** : **Susan Hall,** Renee Wendel, alternate * **Research:** none * **Practice: Austin Tally**, Dan Seed, alternate, and * **Teaching** **KeriAnne Moon**, Kay Newling, alternate   **NLFC Initiatives for 2022-2023:**   * **Phased Retirement/Retirement** (How does this impact hiring for the changed position related to retirement? How does this impact benefits?) ***Perhaps call*** ***this Instructional Transition*** or some other name. * **Create program/guidelines on best practices/New Faculty Mentorship** [similar to the year-long one for current TT faculty] for continuity in all colleges/departments when a faculty member retires and help assist the next faculty hired. Be certain to continue quality of instruction. OR, for just new hires. Maybe provide opportunity to audit (or co-teach) course(s) to be taking on. * **Faculty Title Series- continue focus on this item** * **Parental Leave policy and funding (at least check the status).** University support, especially funding * **Pay increase for NLF-**on going issue |
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|  | **Discussion items for President Damphousse, for October21:** Provide a historical review of committee accomplishments, *Past, Present and Future*. Say thanks for the $1,000. Bonus. Ted, Amy, Kay and Jo Beth will help generate a PPT for his visit (reception photos, workshop photos, years serving, stories)   * Describe your decision-making process * What do you envision as your reward system? * What are your long and short term metrics, and how can we achieve these goals? |

Kevin was featured in the *University Star* for his off-campus business activities.

**Additional issues:**

**Questions related to**:

*Any problems with students (IAs) not able to get buses home from late labs/rehearsals?*

*How summer classes are not recognized as a regular fall or spring term? i.e. faculty felt visible during*

*this time*.

**Meeting Adjourned by Chair Jensen at 2:56 pm**

Respectfully Submitted,

Jo Beth Oestreich

**Upcoming Meetings and Events:**  
**NLFC Appreciation Reception, Thursday, October 6**  
NLFC Meeting, Friday, October 21, 2022; visit by President Damphousse  
NLFC Meeting, Friday, November 18, 2022  
NLFC Meeting, Friday, January 2023  
NLFC Meeting, Friday, February 17, 2023  
NLFC Meeting, Friday, March 24, 2023  
NLFC Meeting, Friday, April 21, 2023