**Non-tenure Line Faculty Committee**

**Minutes**

**Friday, August 26, 2022**

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

**Members Present**: Jenn Jensen, Kevin Jetton, Amy Meeks, Renee Wendel, Glynda Betros, Selen Hatipkarasulu, Scott Vandenberg, Austin Talley, Dan Seed, Ben Arnold, Matari Gunter, Karla Hamelin, Suzy Okere, Kim Rosenbaum, Wendi David, Matt Bower, Christi Townsend, Ted Lehr, KeriAnne Moon, Brandon Lunk, Laurie Brown Kris Toma, Elvia Perrin, Britney Parker-Webb, Shannon Duffy, GG Mortenson and Jo Beth Oestreich.

**Meeting opened by Chair Jensen at 1:00 pm.**

Approval of June 17, 2022 minutes

Welcome New Committee Members and Introductions

**Old Business**

**Faculty Title Series (FTS) Sub-Committee Update (Renee Wendel).** This project has been in development for at least eight years beginning with the NLF Chair Dr. Alex White in 2013. Under Dr. Janet Bezner (2017-19) this process began to take form. This summer, members of this committee met with Jim Woosley (Texas A&M) and Elizabeth Heise (UT-Arlington). The purpose of the meeting was to learn how other institutions implemented their NLF promotion pathways and to determine the outcome of implementing their title transitions. Both institutions rolled out their title transitions differently. Our process will be controlled by the Provost at TXST. Faculty members applying for promotion will be evaluated on *service* and *teaching*. There is an option for a research evaluation component too. Our roll out for our FTS will be **fall 2024.**

There are some questions on how this program will be ‘rolled out’ for eligible faculty:

* Is the process staggered, can the timeline be moved up?
* What percentage of the faculty is eligible?
* Is it merit based or dependent on funding?
* Will this FTS be required or optional?
* What happens if you do not make the transition?

The sub-committee will meet with Dr. Thorne on August 31, 2022 to continue this conversation and what should our next steps be for this title series. The sub-committee will update the committee next month. Committee members are encouraged to send any questions related to this new FTS to forward them to Dan, Renee Sandra, or Amy.

**NLF Reception Update (Kevin Jetton)** The Fall Appreciation Reception will be held on **Thursday, October 6, 2022 from 4:00 – 6:00 pm** in the **Wittliff Collection, Alkek Library 6th Floor.** Kevin sent out the first Reception invitation. There were 47 NLF who RSVP’d before our meeting this afternoon. Kevin has revised the sponsorship forms for Deans and Chairs. Please ask your Chair and Dean if they would financially support this event.

**New Business**

**NLF Workload Release Rubric Revisions. Jenn**. There are 108 credits. Four additional people could potentially be selected for Workload Release for NLF. The number of workload credits are currently not aligned with total number of NLF teaching across the university. Currently, 7% of tenure line faculty can be awarded leave in a given year. The goal when this policy comes up for full review in May 2023 is to have the workload credits available for release be proportional to NLF teaching courses. Jenn encourages us to increase the percentage of NLF faculty applying for this opportunity.

**Workload Release Rubric**: Committee members, Renee, Elvia, Matari and Kay were asked to review the current rubric. The current rubric is difficult to score applicants and across disciplines. For Part C, add the wording *creative development.*

**Motion** by Amy Meeks, Second by Kay Newling to approve changes to the current Workload Release, i.e., (see attached file), adding revised wording; and suggested guidelines for reviewing/scoring the rubric. Motion: **PASSED**.

**Summary of 2021-2022 NLF Initiatives and Call for 2022-2023 Initiatives (Jenn Jensen)**

* We are working on phased retirement opportunity for NLF.
* The state of Texas has passed a law which established a faculty leave pool (waiting on IRS for clarification).
* Promotion workshops for NLF, etc., are available for tenure line faculty, but not for NLF. Dr. Thorne did not make movement on this topic last year. Jenn will reach out to Candace Hastings.

**NLF Book Club: Amy** shared a new book club will read the book *Small Teaching* by James Lang. The focus is on ‘tips and tricks’ to make small changes to your instructional delivery. All meetings will be via Zoom.

**Faculty Senate Update. Jenn.**

**Faculty Senate Fellow**: **Ms. MiHyun Kim. *In FY 2022-2023, the Fellow's research project will broadly support the Faculty Senate’s efforts to analyze and address salary equity and compression and the impact on our educational community at Texas State* (**[Faculty Senate Fellow : Faculty Senate : Texas State University (txst.edu)](https://www.txst.edu/facultysenate/resources/fellow.html)). Jenn will ask if this is for tenure track or ALL faculty (NLF). Faculty Senators have established a subcommittee to assess Administrative salaries and expand on Kim’s research.

* Senate Chair Lynn Ledbetter has invited VP Eric Algo to speak to the Faculty Senate about how finances work at the university.
* ODS may be invited to Faculty Senate to discuss the growing number of accommodations/modifications for students and the subsequent workload placed on faculty.

**Projects for NLF for 2022-23**:

1. Salaries for NLF
2. Equity or Merit raises related to pay

Meeting adjourned at 2:47 pm.

Next Meeting, September 16, 2022

Respectfully Submitted,

Jo Beth Oestreich, Secretary