Minutes

**Non-tenure Line Faculty Committee**

**Friday, November 20, 2020**

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

**Zoom**

**Address here: 940 3983 0158 (password: onefaculty)**

**Members Present:** Lynn Ledbetter, Kevin Jetton, Valerie Anderson, Glynda Betros, Howard Williams, Kay Newling, Shawn Camp, Britney Webb, Shannon Shaw, Kris Toma, Daniel King, Amy Meeks, Shannon Duffy, Nicole Hengst, Karla Hamelin, Susan Holtz, Renee Wendel, Wendi David, Shawn Boyd, and Jo Beth Oestreich.

**Approval of October 16, 2020 minutes**

**Old Business:**

* **NLF Committee projects for 2020-2021: idea brainstorming**
1. **Spring 2020 Book Club revisit and restart. Update**: Candace Hastings will follow-up to restart in the spring. Amy and Millie will help to create a schedule for time/days for the spring.
2. **NLF workshops (Canvas Coffee Club, other Professional Development opportunities) – only one idea was brought forward. Update:** ideas will be presented at the beginning of the spring semester. Other ideas: On-line teaching challenges and tips; and Coping mechanisms during COVID. Work on Mentoring within departments for NLF.
3. **Spring 2021 NLF Reception – Thursday, 3/25/2021 from 4-6 pm at Wittliff Collections Gallery.**
* **NLF Orientation for Spring 2021 semester – proposed date is Friday, January 15, 2021 from 9-11 am**. Members interested in presenting: Kevin, Amy and Jo Beth. All members are welcome to participate in this session.

**New Business:**

* **Fall 2021 NLF Orientation (morning and afternoon orientation sessions) – August 17, 2021**
* **Discuss NLF Career Path Proposal (scholarly/creative activities) – meeting with Debbie Thorne December 10 at 10:00 am.**
* **NLF Workload Release Program – Post-review discussion. NLF recommends the following applicants receive WR:** Amanda Scott, Eng; Joel Bergh, Bio.; Allie Thomas, HHP; Cassandra LeClair, Comm Stu.; Tracy Chiles, CLAS; Burkay Ozturk, Phil.; Brandon Lunk, Physics; Carolyn Kilday, Art & Des.; Jason Coates, Eng.; Jon Marc Smith, Eng.; and Stanislav Rivkin, Eng.
* **Scores by committee members are to be sent to Lynn this afternoon.**

**Final recommendations will be made to Faculty Senate on December 2**

**Faculty Senate updates, Lynn:** COVID workgroup is looking at preparing for procuring/handling/hosting/dispensing the vaccine, etc. The vaccine workgroup is trying to plan, track, etc. vaccinations. The university is still determining how instruction will be delivered for 2021. The Roadmap shows a 4.1 positive rate on campus, much lower than in the community. Lynn thinks the earliest TX ST will have the vaccine is February. The recommendations by Continuity of Education, was concerned about proctoring exams, especially on-line. There is concern about the cost of captioning lectures and lack of funding by the university to support faculty across campus. Ensemble is a program which could support this need. YouTube has an effective captioning program for taped lectures.

**NLF concerns and more across campus:** Summer budget will be less than previous years. There is limited support of faculty, more focus on student experience and needs, i.e. increase on-line enrollments, minimal to no caps on enrollment. How do we support NLF who are struggling with health issues, depression, etc.?

**Meeting Adjourned by Chair Ledbetter at 2:47 pm.**

**Next Meeting, January, 16, 2021 via Zoom at 1:00 pm. NOTE: Addendum to this: The next meeting will be January 22, 2021 via Zoom at 1:00 pm.**

Respectfully Submitted,

Jo Beth Oestreich, Secretary