**Nontenure Line Faculty Committee Minutes**

**Friday, April 21, 2023**

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

Members Present: Jenn Jensen, Kevin Jetton, Amy Meeks, Glynda Betros, Ted Lehr, Wendi David, Gloria Velásquez, Christi Townsend, Susan Hall, Austin Talley, Dan Smith, Karla Hamelin, Portia Gottschall, Ben Arnold, Kimberly Rosenbaum, Britney Webb, Scott Vandenberg, Brandon Lunk, Sandra Duke, Matt Bower, Suzy Okere, Shannon Duffy, Kay Newling, Dan Sneed, Matari Gunter, Elvia Perrin, and Jo Beth Oestreich

Guests: Rachel Davenport

**Chair Jensen** opened the meeting at 1:05 pm.

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|  | Minutes approved for March 24, 2023 meeting. |
| **Old Business** |
|  | **1st Annual Round Rock Appreciation Reception, April 12, 2023** [**Kevin Jetton**]: Our 1st Annual Appreciation Reception at the Round Rock Campus was a super event. There was a medium level turn-out but those present enjoyed the food and conversation with colleagues, staff and administrators who attended. Plans are underway to host the Fall Appreciation Reception at the Wittliff on October 5, 2023. **BookCats Update [Amy Meeks]:** The spring BookCats session ended this past Wednesday. Amy shared it was a great success, with good engagement and participation. The group wants to continue this workshop in the fall. The group will send out near the end of July or early August a notice about the next one. There were 12-18 faculty regularly attending each session.**Instructional Faculty Title Series and PC Policy Update / Senate Report** [**Jenn Jensen**]: Dr. Thorne met with the Academic Advisory Council and provided key concepts about the Title Series, but not all of it. **Not included in the recommendations:** No mention of increase of pay on entry at the Assistant Professor of Instruction level. Dr. Thorne also stated the language of the document will include that entering at the rank of Full Professor would be an *exceptional* *case.* Prior to this, the language of the Title Series was *extremely rare.* Jenn asked for the *exceptional cases* language be removed. The committee will review all drafts prior to the current language to determine when the language to the document may have changed.**Further Updates:**Senator Davenport reported that in a recent Faculty Senate meeting with the President, Provost, and Associate Provost, she advocated for a 14% increase for Full Professor (7% increase for each title/position increase) appointments in the instructional faculty title series. It is unknown if this monetary increase will be approved by the administration. The new title series goes into effect September 1, 2024. If no appointments for Full Professor are accepted due to a limited budget for raises, Senator Davenport asked that they include language to have an expedited process to earn full Professor of Instruction, rather than waiting five years to apply for promotion to this title. All departments/schools across the university will need to work on their policies for initial rank and promotions in the title series. Senator Davenport asked for effective communication to be sent out from the administration to all colleges and departments once policies are approved by the Provost. The NLF want to encourage Dr. Thorne to reemphasize to chairs/directors that NLF should participate in developing the policies. **Part Time Faculty Excellence in Teaching Awards Recommendations: Applied Arts:** Robin Coombs. **Business**: Janine Davidson; **Education**: Maria Helen Pavia Martinez. **Science & Engineering**: Kelly Lancaster; **Fine Arts & Communication:** none; **Health Professions:** none. For next year: the committee needs to revisit the Part-Time Teaching Award rubric.**NLFC Mentoring Guidelines** [Jenn Jensen]: There was an initiative to work on NLF mentorship this year, but it did not move forward. Jenn is willing to gather the subcommittee to meet this summer if able and continue this work for the 2023-2024 year. Subcommittee members for mentoring: Glynda, Renee, Brandon and Gloria; Subcommittee members for mentees: KeriAnne, Karla, Susan, Portia and Dan Smith.  |
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| **New Business** |
|  | Around the Room/Zoom - current concerns: * **Market Adjustments** (salaries). The university is asking for $25,000,000 from the legislature. The Administration is not willing to implement any market adjustments until after this legislative session, i.e., May 31, 2023, when we will learn how much we will actually have for market adjustments to salaries.
* Kimberly’s Department asked the administration to consider recognizing one tenured and one NLF member for the Presidential Award of Excellence. Currently only a tenured faculty member is selected.
* There will need to be updates to the Presidential Awards categories when the new Instructional Faculty Title Series begins and titles change.
* There was concern raised related to the Family Campaign that contributions are not anonymous. Jenn will determine if University Advancement is the place to share this concern.

**NLF New Faculty Orientation Workshop**: **Tuesday, August 15, 1:30- 3:00 pm, UAC Room 275** and **Tuesday, August 15, 6:00-7:30 pm**, **Zoom only**. Kevin, Amy, Shannon, and Rachel will be facilitating.**Farewell to departing committee members; call for secretary**. A call for the next Secretary will occur in the fall as the current Secretary is moving to Faculty Senate.Amy Meeks will take notes the first meeting in the fall. Chair Jensen is rotating off the NLFC. Rachel Davenport will serve as chair for the 2023-2024 academic year. Meeting Adjourned by Chair Jensen at 3:00 pm |

 Respectfully Submitted,

 JB Oestreich, Secretary