**Nontenure Line Faculty Committee Minutes**

**Friday, October 20, 2023**

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

Members Present: Amy Meeks, Anurag Deb, Ashley McKeown, Ben Arnold, Brandon Lunk, Catherine Messinger, Dan Seed, Dan Smith, Austin Talley, Matari Gunter, Rachel Davenport, Ellen Duchaine, Elvia Perrin, Eryn Pierdolla, Anurag Deb, Gloria Velásquez, Glynda Betros, Guntulu Hatipkarasulu, Hannah Collazo, Joshua Paddison, Karla Hamelin, Kelly Mosel-Talavera, KeriAnne Moon, Kim Lee, Matthew Bower, Melissa Walston-Sanchez, Jessica Smith, Ravi Jillapalli, Renee Wendel, Sandra Duke, Scott Vandenberg, Shannon Shaw, Shelly Wernette, Susan Hall, Ted Lehr, Wendi David, Suzanna Okere

Guests Present: Shannon Duffy

**Chair Davenport** opened the meeting at 1:02 pm.

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|  | Minutes approved for September 15, 2023 meeting. |
| Old Business |
|  | 1. NLF Appreciation Reception report submitted from the Vice Chair Jetton
	* Turnout was spectacular and a good time was had by all attendees. Great food and fun, and compliments all around.
	* Confirmation for Round Rock event is forthcoming. Proposed for the 2nd or 3rd Wednesday in April.
	* Brief discussion about building community and organizing an informal happy hour or coffee hour. A member volunteered to organize the first event.
2. FYIs and updates:
	* We are co-sponsoring Joshua Eyler’s Zoom workshop on “Effective and Compassionate Teaching and Learning” – we funded half & will be credited as a co-sponsor - 11/14 from 1:30-3pm
		+ Faculty Senate has a very small budget compared to us so they are not co-sponsors
		+ Faculty Development asked me to pass on their sincere gratitude!
		+ Committee members encouraged to RSVP as schedule allows
	* What’s new about instructional faculty title series?
		+ Document deadlines moved back a month (January & May) but transition to new titles will still occur for September 2024
		+ Administration has guaranteed that faculty will know the raise options before submitting decisions about which rank to move into.
		+ A template was handed out at a joint meeting of Faculty Senate, CoC, and AAC to help with the documents that departments/schools must create.
		+ There is a second policy about promotion of NLF that will go through review shortly.
		+ Further discussion ensued about continued concerns regarding inequity of the promotion process based on department leadership and PC. Committee members were encouraged to ensure their voices are heard (NLF on PC committee, sharing information with other NLF colleagues, etc).
		+ It is likely an option will be available for an expedited promotion in the faculty of instruction path, though more clarification is needed.
		+ Strategies for advocacy were shared and discussed, along with a timeline for action, based on proposed roll out dates from administration.
	* We have a great Events Subcommittee this year – in our last meeting of the academic year (April) we’ll call for one for the next year (members can continue serving or hop on/off).
	* Margaret Vaverek from the library was working on AI resources and wanted to chat with us, but got pulled off of that project. She may reach out again regarding plagiarism issues.
	* Follow-up from September meeting: we asked what data the HR firm was considering when making equity adjustment recommendations. (More specifically, there was a concern that they were considering longevity and if so, perhaps incorrectly since some NLF have been here longer than our most recent job title.) – We learned that those eligible for the equity adjustment was based on the 90th percentile of CUPA median and not longevity.
		+ 257 total faculty were identified & names were sent to chairs to see if all identified should receive the full bump up or if there were limiting factors that should restrict how much they should get (so the only place where merit or longevity could be taken into account was at the chair/director level)
		+ They are still making adjustments and said that there are salary compression and inversion issues that are next up for consideration
	* A new policy allows all full-time NLF that hold a terminal degree to automatically be considered “associate graduate faculty” with the ability to serve on masters & doctoral committees <https://policies.txst.edu/division-policies/academic-affairs/04-01-30.html>
		+ We used to have to petition (with a “nomination”) to serve on a graduate committee. Now we automatically can and only have to petition to serve as chair.
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| New Business1. Part-time teaching award rubric changes.
	* Work on aligning the rubric with the eligibility criteria.
	* Experienced committee members will discuss & suggest revisions in the next few weeks, then bring them to the November 17 meeting for approval.
		+ Three members were identified to serve on this task force
2. Create temporary subcommittee to score NLFWR apps
* Will do through Canvas – scores needed by November 17 meeting for NLFC approval, then sent to Faculty Senate.
* 24 apps to score (nine more than last year!) – will be competitive since there are only 108 credits to disperse but 128 requested.
* Instructions to subcommittee members will be communicated via email.
	+ Committee Admin Assistant will load all applications on NLF CANVAS site.
	+ A group of eight volunteer reviewers along with Committee Chair will review all applicants and present to entire committee in Nov. meeting.
1. Communication: Ideas for sharing and discussing information were discussed.
* Options presented to meeting attendees: (1) Questions/announcements emailed with everyone BCCed which allows replies to chair only, then thoughts distilled to share with all; (2) Canvas announcement with comments enabled, so there’s a thread underneath the main announcement; (3) Canvas discussion threads (Would folks check, want, & use these though?); (4) Other ways to communicate?
	+ Discussion among members was productive. The bcc option was eliminated.
	+ Consensus decision was to send initial email directing folks to CANVAS for a threaded discussion.
	+ Benefits: The discussion and any decisions remain there and can achieved for historical reference in the future.
1. Sharing department/school initial guidelines with each other for consistency & equity
* We agreed to make a repository on our Canvas site so we can share and see what others are doing, which will help with consistency and equity and help everyone create the most clear, robust, and inclusive policies
1. Nontenure line faculty name
	* Administration would like to change “Nontenure Line Faculty” to something else
		+ Will be a new umbrella term for Clinical Faculty, Professors of Practice, Research Faculty, Professors of Instruction, Lecturers, per course faculty, etc. – not all of these positions include teaching, research, clinical hours, etc., so this will need to be an overarching and inclusive term.
		+ What are some ideas we can pass on to administration? Academic Professional Track? Professional Track? Ranked Renewable Term or Renewable Term (from president)? Others?
			- President Damphousse wants to change the name of nontenure line and call it something else. He is endorsing feedback and suggestions from faculty. No recent movement on this initiative has been observed.
			- Discussion and suggestions for a different name were offered:
				* Academic Professional Track/Faculty
				* Professional Track
				* Professional Academic Track
				* Instructional Track is too limiting. “Academic” eliminates this rigidity.
				* Professional Faculty Track
			- Another option is leave as-is.
			- Next Steps:
				* Poll NLF across campus.
				* Add agenda item to Nov. meeting to discuss /review results.
2. Shared governance policy
	* A new shared governance policy will be coming out in the next year, and will include PC guidelines that will give departments the option to have NLF serve on the PC. We will revisit this in the future.
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|  | Around the Room/Zoom - current concerns: * + There is concern in some departments that departmental leadership is checking-up on faculty members physical presence on campus, especially in Centennial Hall. Concern exists that this initiative was directed by Provost Office. NLF Committee Chair will explore the issue and try to learn more.
	+ There was a suggestion to advocate for a budget for professional development for NLF faculty members. We will revisit this in a year or so, prioritizing the new instructional faculty line rollout and associated raises, NLF representation on PC, etc.
	+ A peculiar observation was made in one department in which faculty were labeled as “online,” “in person/on-campus,” and “hybrid faculty.” A concern was raised that faculty members were under contract under these titles, vs. the standard TXST employment contract. A member wondered if this was elsewhere on campus but no one had heard of such a thing despite having several off-site online faculty members present.
	+ Summer Pay Concern: What is the policy regarding summer teaching stipends for NLF vs. tenured faculty? There seems to be inequity in compensation. Chair Davenport will explore.

Meeting Adjourned by Chair Davenport at 3:02 pm |

 Respectfully Submitted,

 Renee Wendel, Secretary