**Nontenure Line Faculty Committee Minutes**

**Friday, November 17, 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, Gloria Velásquez, Glynda Betros, Hannah Collazo, Joshua Paddison, Karla Hamelin, Kelly Mosel-Talavera, KeriAnne Moon, Kevin Jetton, Kim Lee, Matthew Bower, Melissa Walston-Sanchez, Mrs. Jessica Smith, Portia Gottschall, Ravi Jillapalli, Renee Wendel, Sandra Duke, Scott Vandenberg, Shannon Shaw, Shelly Wernette, Susan Hall, Suze Okere, Ted Lehr. **Guests:** GG Mortenson

**Chair Davenport** opened the meeting at 1:00pm.

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| Minutes approved for October 20, 2023 meeting. |
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| **Old Business** |
|  | 1. NLF Appreciation Reception update from Kevin
	* Awaiting approval re: April date for reception on the Round Rock Campus. Proposed date: April 10th, 2024.
2. FYIs & updates:
	* Joshua Eyler’s Zoom workshop on “Effective and Compassionate Teaching and Learning” (11/14/23) – very well attended and by all accounts a commendable success.
	* Space/open office audits in Centennial Hall – Verification from Dr. Thorne:
		+ Purpose of Space audits, or utilization studies: a routine part of university facilities planning and there is some required reporting to the Coordinating Board.
		+ Dr. Thorne is unaware of particular buildings under review on the San Marcos campus. As budget model changes, space utilization will be an on-going assessment. With more faculty teaching online and staff working remotely, questions come up about space needs. This is part of national discussion on remote work, shared office space, etc.
		+ TXST has millions of tax-funded square footage.
	* All new faculty hired to promotion-eligible positions must go through a competitive search process. Given this, emergency/temporary hires will not be able to be converted to the Instructional Faculty track once established without applying through a competitive search. However, full-time lecturers, even if emergency hires, are eligible for the track during the one-time initial conversion in Spring 2024.
	* Summer pay – Clarification from NLF Committee Chair: 1/12th of 9-month salary (regardless of pay schedule) for full time employees, per AA/PPS No. 04.01.41. Faculty are encouraged to ask Dept. Chair if switching to the per-course rate would lead to higher compensation.
	* Update on January orientation – University does only one new faculty orientation per year – usually in the fall. Proposal was made to cease NLF spring orientation and move to the general university online training, then capture the new spring faculty in August. Discussion and other ideas were also shared among the group, and an over-arching theme was building community, structured “meet-ups” and NLF-specific topics.
	* Consensus agreement to cancel January NLF orientation and NLF committee chair will reach out to the new NLF and welcome them.
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| **New Business**1. Part-time teaching award rubric changes. A minor change was made regarding *teaching development and accomplishments* section on the rubric. The term ***accomplishments*** was added to add clarity to the rating definitions. New rubric was approved.
2. NLF Workload Release subcommittee presentation. Twenty applicants were recommended, using up the maximum 108 workload credits allowed. Four applicants were not recommended for workload release. Recommendations were approved.
3. Nontenure line faculty name: – NLF committee members voted among six title options:
* Academic Professional (Track/Line Faculty)
* Professional (Track/Line Faculty)
* Career (Track/Line Faculty)
* Academic General (Track/Line Faculty)
* Academic Specialist (Track/Line Faculty)
* no change/Non-tenure Line
1. Discussion about the “nontenure line” terminology ensued with pros and cons shared. NLF Chair conducted a Zoom poll – Majority voted in favor of **Academic Professional Track.** Committee Chair will share this vote along with committee’s work and consideration with the President and Provost.
2. Committee Chair encouraged sharing department/school initial guidelines with each other for consistency & equity in a Canvas folder under Files. Some cautions/things to look out for – Cautionary tale was shared and committee members were encouraged to work with department policy committees to draft policies related to NLF and the new Instructional Faculty track.
3. Provost Candidates Update: No “red flags” (re: NLF issues) were identified with the three candidates from members who attended the town halls. Any of the three candidates would be a good choice. Search process is moving rapidly.
4. Faculty Length of Service: Typically marked in some way at 5, 10, 15 years, etc. of FTE. However, part time or per-course folks’ years of service do not get counted until they are FTE. Historical perspective was shared about how and when university entities use this to evaluate and consider faculty awards. Case made to change years of service of full time to years of service from start date. Chair will reach out to the Director of Faculty & Academic Resources for explanations and next steps.
5. Discussion of the NLF Chair being the Vice Chair of Senate. Discussion about current process for chair were had and committee agreed to continue the procedural process as is. Committee also held discussion, and agreed that Vice-chair and secretary positions would last two years. Elections for Vice-chair and Secretary will be staggered each April on an annual basis, with the Vice-chair up for election or re-election in even years and secretary in odd years.
6. Around the Room/Zoom - current concerns. New shared governance policy update: 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. NLF will address this in more detail once a policy is sent forth from the Provost.

Meeting Adjourned by Chair Davenport at 3:02 pmRespectfully Submitted, Renee Wendel, Secretary |
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