**Nontenure Line Faculty Committee**

Friday, February 16th, 2024 1-3pm

1. Meeting called to order by Committee Chair at 1:00pm.
2. Meeting Attendees:

Amy Meeks, Anurag Deb, Ashley McKeown, Brandon Lunk, Britney Webb, Catherine Messinger, Charles Arnold, Dan Seed, Dan Smith, Austin Talley, Matari Gunter, Rachel Davenport, Sandra Duke, Ellen Duchaine, Elvia Perrin, Eryn Pierdolla, Glynda Betros, Guntulu Hatipkarasulu, Joshua Paddison, Karla Hamelin, Kelly Mosel-Talavera, KeriAnne Moon, Kevin Jetton, Kim Lee, Matthew Bower, Melissa Walston-Sanchez, Jessica Smith, Portia Gottschall, Gloria Velásquez, Ravi Jillapalli, Renee Wendel, Scott Vandenberg, Shannon Shaw, Shelly Wernette, Suzy Okere, Ted Lehr, Wendi David, Katie Salzmann.

Guests: GG Mortensen

1. Minutes approval from last meeting.

• Motion made to approve minutes; No discussion; January meeting minutes approved.

1. **Old Business:**
	* + NLF Appreciation Reception updates from Kevin – RR event on April 10th;
		+ RSVP for RR event is steadily increasing. Current number of RSVPs are 35; VP of RR campus will be in attendance.
		+ Two door prizes secured so far; working on obtaining more.
	* Fall 2024 event is scheduled for Thursday 10/3/2024 from 4-6pm in the Alkek Witliff Gallery.
	* Update on time-served for faculty:
		+ Request was made to Faculty Records to change years’ served policy from full time benefits-eligible to start of employment.
		+ President’s cabinet already discussed this last year in May with the following outcome:
			- *“This item was generally agreed to at the President’s Cabinet Meeting in May 2023, but there was no vote to approve; nor was it indicated that way in the minutes. This turns out to be very complicated in terms of record keeping, etc., for a variety of reasons, and although possible, it will require us to name a subcommittee to work with HR on benchmarking and implementing for the next academic year.”*
			- Rachel Davenport, Kevin Jetton, and Stacey Bender (Faculty Senator) have formed a subcommittee and will work with HR on next steps.
	* Update on the ongoing salary study (information from Faculty Senate Meeting on 1/31/24):
		+ “a report comparing staff and faculty salaries at TXST with those of 130 universities found that an additional $600K for staff and $1.2M for faculty would be required to enhance competitiveness. 96% of positions were at the median rate, while 205 staff and 370 faculty were below the minimum salary. The cabinet will decide whether to implement the proposed salary structure, which costs $1.8M, before the upcoming fiscal year.”
			- Senate will ask the president for more info on their decision within the next few months.
	* Nontenure Line Faculty Workload Release Recommendations:
		+ All approved by Provost! Notifications just sent to awardees.
		+ Coming up:
			- * Part-time Teaching Award reviews are forthcoming.
				* NLFC Chair is in the process of exploring interest of current Senators for potential candidates to Chair of NLFC next year.
				* NLFC Committee Vice Chair Elections.
2. New Business:
* Donate to Staff Council’s Raffle: Staff council reached out to the Faculty Senate about some financial support for an upcoming raffle in which Red Parking Permits will be awarded. NLFC Chair proposed donating one Red Permit ($335.00). Committee supported funding Staff Council for the full amount of a Red Permit. Motion was accepted. Discussion centered around origin of the solicitation (University vs. a Committee). Clarification obtained and consensus reached; motion was approved.
* New NLFC Website tour: Guest – GG Mortensen.
* Refreshed website is easier to navigate, more streamlined, and accessible.
* Approval/review process will begin in the late Spring.
* The general response was very complimentary of GG’s Efforts.
* Updated website is scheduled to launch by or before Fall 2024.
* New provost started Feb. 1st:
* Chair proposed extending an invitation to meet with new Provost and begin building a working relationship. Committee agreed and NLFC Chair will schedule an individual appointment first; At that time she will ask if the Provost would like to attend an upcoming meeting for a Q&A-type session. NLF Committee Chair will report back after the initial meeting.
* Instructional Faculty Title Series – updates, timeline, process, questions, etc.
	+ From the Provost Q&A that we didn’t already know or now have clarified:
		- Not all units got their guidelines in on time, some are still working on them – NLF should ask chairs for copies of finalized (or even emerging) guidelines.
		- There is no cap on how many can transition to the title series.
		- It is not just about years of service that get you promoted – you must be meeting qualifications as well.
		- We still don’t know what raises will be – waiting on the President. Faculty Senate is asking on Feb 28th.
		- If you are eligible, there are no downsides to converting unless you would fail a new background check.
	+ Next big event:
		- Due April 19 – we must formally notify our Chair/Director of our intention to transition and at which rank (and submit materials, if any – this is unique to each academic unit).
		- Updated NLF Annual Review Policies are forthcoming in April, 2024. Departments can begin working on their permanent policies for promotion in preparation for the updated PPS.
	+ Also coming up:
* Faculty Senate is meeting with the president on 2/28 and asking the following –
	+ - * “We are aware that there has been $1 million allocated for faculty of instruction salary adjustments this year, and that the amount is not enough to cover appropriate raises for those that deserve to convert to the associate or full levels. Will more money be allocated to the conversion to ensure appropriate raises? Has the new TUF allowed for the shifting of money to help boost the pool available for conversions?”
			* NLFC members were encouraged to attend 'Coffee with the CFO' event with Mr. Eric Algoe the same morning that Faculty Senate will meet with the president (email with RSVP link went out 2/14).
	+ Around the Table Discussion:
* Best Practices (Teaching and Learning) was highlighted among this group as a strength and an initiative to explore options for an annual NLF Best Practices Retreat was discussed. We’re already doing much that follows “Best Practices” in our day-to-day practice, why not make that public and more forward facing?
* A subcommittee of six members was formed by volunteers to create a best practices repository to eventually share more widely.
* The members of the work group are:
	+ - * Matari Gunter, Anurag Deb, Portia Gottschall, KeriAnne Moon, Brandon Lunk, Gloria Velasquez, Kim Lee.

Meeting adjourned at 3:02pm.

Save the dates:

* March 22, 2024 – NLFC Zoom meeting 1-3pm
* April 10, 2024 – Round Rock NLF Appreciation Reception, Avery 256, 11am-1pm
* April 19, 2024 – NLFC Zoom meeting 1-3pm

Respectfully Submitted,

Renee Wendel