**Nontenure Line Faculty Committee – Meeting Minutes**

**March 21, 2025**

**1-3pm**

**Members Present:** Brandon Lunk, Dave Donnelly, Ellen Duschaine, Kim Lee, Shelly Wernette, Wendi David, Kelly Mosel-Talavera, Matthew Bower, Susan Hall, Glynda Betros, Josh Paddison, Portia Gottschell, Suzie Okere, Jean Idema, Melissa Walston, Brittany Webb,Kathy Moffitt, Mark Hernandez, Eryn Pierdolla,Scott Vandenberg, Aurang Deb, Brandy Wells, David Angelou, Sara Hirneisen, Ravi Jillapalli, Katie Salzmann, Ted Lehr, Hannah Collazo, Selen Karasulu, KeriAnne Moon, Austin Talley, Karla Hamelin, Matari Gunter, Amy Meeks.

**Guests:**

Meeting was called to order at 1:00pm CDT

Committee secretary R. Wendel was not present. Brandon Lunk took meeting minutes in her absence.

**NLFC Round Rock Appreciation Reception update (Kim):**

Invitations have gone out to all NTL faculty.

Event on 4/17 from 11-1

Invitation has a QR; committee members are encouraged to attend. Please RSVP

We’re still looking for door prizes. Email Renee (or Kim) to donate a door prize.

All deans have been emailed; partnering with GG for logistics.

Subcommittee meeting weekly.

(Dave): we need to send invites to MVP’s (faculty senate, president, etc.)

No questions.

**Part Time faculty teaching award (Dave):**

Call for apps should have gone out (need to confirm with GG)

Will need to review apps; looking for volunteers for subcommittee: (Josh Paddison, Matt Bower, Suzie Okere, Jean Idema volunteered; Josh takes lead)

**Alex White Memorial/Scholarship (Dave):**

No need for money for memorial; Rather than giving money to memorial, we can give money to scholarship.

(Brittany) Motion to donate $1000 (Wendi) 2nd. Pass.

**Approval of Feb meeting minutes (Dave):**

(Glynda) Move to approve (Susan Hall) 2nd. (Wendi abstains) pass.

**Round Table**

1. **Spring Break doesn’t align with local schools.** This causes challenges for folks with dependent children or who do education research;
2. Administrative units responsible for the calendar may be addressing this. Break also falls on 2nd week of 8-week classes. We may be starting earlier in Aug and ending earlier in May.
3. In past, we’ve had info about the calendar in advance but that doesn’t seem to be the case now. We would appreciate advanced notice of change.
4. Alamo colleges started a week after us. Usually a registrar committees make plans in advance. We were found to not be in compliance with respect to semester length.
5. **faculty qualifications training.** We probably need to set that up ourselves or go to faculty senate. NLFC Committee Chair will talk to Candice Hastings.
6. **Email about rubric workshop**—college of applied arts have been getting random invites to training from other depts. It seems odd. Is this a new trend or just CoAA?
   1. No further information of clarification shared.
7. **New officer elections next meeting**. Renee (secretary) is rotating off. I’ll send an interest email ahead of next meeting.
8. **Update on PC committees**. Someone had indicated that PC had all Assoc. or tiger (TT and NT). Our department (physical therapy) is looking at doing the same.

* NLFC Chair: I’m chair of our PC and we’re discussing that as well. Many committee members expressed there is still inconsistency in the composition of PC committees within colleges and the university at-large. The group would like transparent directives from the University’s Administration in the form of UPPS. The current UPPS 04.02.21 does contain guidance on composition of PC committee members.

**Question if Brandon followed up on internal discrepancies of 04.02.21**?

Vice chair indicated that there is no follow-up.

**Summer salaries inquiry:** TXST policy: min of 10/15 students in a class. Rumor circulating that classes <15 students will incur a pro-rated summer pay. NLFC Chair indicated he heard the same directive and encouraged the committee to petition the Provost. He also indicated he would get more clarity for this committee. Recap: Chairs have been told that summer faculty (summer courses only) will get 1/3 salary for under enrollment. Work with Chairs in your situations to possibly appeal the cap. No repercussions for refusing to teach course.

**Meeting Adjourned at 1:53pm CDT**.