**Non-Tenure Line Faculty Committee**

**Minutes**

**Friday, March 25, 2022**

**1:00-3:00 pm  
UAC 275 and Zoom**[https://txstate.zoom.us/j/95041564851?pwd=U200TzR5a0RUcHZneXNtTTFTNlVZdz09](https://nam04.safelinks.protection.outlook.com/?url=https%3A%2F%2Ftxstate.zoom.us%2Fj%2F95041564851%3Fpwd%3DU200TzR5a0RUcHZneXNtTTFTNlVZdz09&data=04%7C01%7Cjjensen%40txstate.edu%7C3bc91784b5a84fdb85bb08d9ea85e182%7Cb19c134a14c94d4caf65c420f94c8cbb%7C0%7C0%7C637798682998686740%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000&sdata=qbZa5mDXEt8lzQ%2FfJv0mHm91qqDbc94t3kMmEAKium0%3D&reserved=0)

Members present: Jenn Jensen, Shannon Duffy, Suzy Okere, Kay Newling, Susan Hall, Kris Toma, Elvia Perrin, Gaye Korenek, Kevin Jetton, Amy Meeks, Dan Smith, Kim Rosenbaum, Selen Hatipkarasulu, Dan Seed, Portia Gottschall, Matthew Brooks, Susan Holtz, Scott Vandenberg, Christi Townsend, Glynda Betros, Ben Arnold, Matthew Bower, Debbie Thorne, Ellen Duchaine, Renee Wendel, Matari Gunter, Britney Webb, and Jo Beth Oestreich.

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| **Welcome and meeting opened by Chair Jensen at 1:01 pm**  **Teaching Faculty Title Policy Series update**: Dr. Thorne provided an update on the ***Teaching Faculty Policy***. Dr. Thorne responded to questions regarding this new policy (her focus is on implementation of the policy). There are three different ranks to the ***Teaching Faculty Policy***: Assistant, Associate and Professor of Teaching.   * **When will this policy go into effect?** Fall of 2024. This will align with the Strategic Planning Initiative. Final priorities for this policy will occur spring of 2023. There is a year before the next university Strategic Plan from 2023-2029 will go into effect. It needs to be vetted at all levels of the university and the budget allocation to support this policy. When this new series occurs, the university must modify or add to evaluation promotion policies and address the funding to support the new policy. There has been a 3-4% decrease of credit hours in 2017. In November of 2021, the university asked for a tuition increase to Board of Regents. The university was asked to ‘pull’ the board order, i.e., tuition increase request. The hope was to bring in $10.5 million in revenue. To address funding for the policy, Fall 2024 is a realistic implementation of this proposal. **Other issues which may create some delay**: strategic planning, new President, and budgets. The Academic Affairs wants this policy and is a top priority. Aligned priorities on the university plan with budget funding, i.e., with pre-planning for short- and long-term implementation. * **How will this be funded?** The university has not done a budget estimate. Depending on the decisions to implement this new faculty title series, it will impact the budget. This policy is optional for faculty to participate in. As a result, the university needs to know who will be overseeing this process, and to look at total numbers of NLF who want to go this route. * **What kind of promotion of salary increase would occur?** It was initially proposed as a flat rate. Ideally, $3,000. The university will use a percentage base, which is 7%. The reason not to go to a flat rate, is due to a variance of current salaries. The university wants a consistent practice and philosophy what the salary process would be as promoted. * **Does everyone start at Assistant Professor of Instruction, or do we look at existing levels, or can some professors at Associate or Professor of Instruction?** This is the unknown. There are contacts at A&M and University of Houston to ask about development of their faculty series and implementation on their campuses. There are plans to contact other universities about their series as well as implementation.   Assistant, Associate or Professor of Instruction Ranks. Financial adjustments may or  may not be implemented in Fall 2024. This will be determined with funding for this  new series. The goal is to have funding in Fall 2024.It does impact budget estimate for  the university.  One issue is to determine a process of applying and or determining how a faculty member can be approved to a new rank. ***The big question is how to start faculty at a particular level***. The decision is at the college/departmental level. When the Clinical title was introduced (health professions), all began at Assistant Professor.  Dr. Thorne is interested in representatives from NLF Committee to participate in contacting different institutions who have implemented this ranking system. Ideally, to avoid past mistakes, etc.  Dr. Thorne reiterated we are in an implementation stage. To be mindful of best practices, Dr. Thorne wants to visit with A&M and University of Houston to discuss how the ranking policy was implemented, funded, and results to date of this faculty offering.  The challenge of 3% increase, impacts overall allocation of funding for priority projects.  Dr. Thorne encourages us to have this plan included in our departmental strategic plan.  Chair Jensen asked members to consider to serve on a subcommittee to assist Dr. Thorne related to this policy and share consideration at our April meeting.  **Old Business**  **Approval of February 18, 2022 Minutes.** Minutes approved as written. | | | |
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| **NLF Reception Update: Kevin**. There are two more sponsors: TopHat and Packback. Remember to RSVP and encourage your colleagues to attend. Volunteers are needed to help at the event, i.e., namebadges, working door prize [eligibility] (2 shifts) and greeters when members exit the lift. The idea is to have 2 people per duty station and two shifts. Kevin provided attachments with numbers and budget.  **Podcats**: **Amy**: Each Wednesday in March the first Podcats for spring were held. It has been a success. There is one more week of Podcats for this semester. | | |
| **Part Time Teaching Award** eligibility language **Existing eligibility language**: *All faculty members who taught less than full-time in the preceding calendar year are eligible to apply for the Part-Time Faculty Excellence in Teaching Award. All faculty members teaching 75% or less FTE in both long semesters of the preceding calendar year are eligible for these awards, exclusive of those faculty members who have received this award in the preceding three years. Changes are in* ***bold*** *below:*  Eligible personnel are faculty who:   * Are currently employed at 75% or less by Texas State University * Have taught at 75% or less FTE in fall and spring of the preceding calendar year * Have not received this award in the preceding three years * **are teaching throughout the entire course** * **are not employed as an administrator or staff member full time.**   **MOTION** by **Kim Rosenbaum, Second** by **Amy Meeks** to approve the proposed wording to the eligible Part-time in teaching awards: Add: *are teaching throughout the entire course and are not employed as an administrator or staff member.* **Motion: PASSED.** | | |
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| **New Business** | | | |
|  | **Part Time Faculty Teaching Award Review and Recommendations**  Applications due **Friday, March 25, 2022**.  Review procedure: Each college review committee will be composed of the Nontenure Line Faculty Committee (NLFC) members for the college; therefore, all departments within the college will have representation. The longest serving college NLFC member will serve as chair of the college selection committee. Should an NLFC member apply for this award, a nontenure line faculty member from that department will be designated by the NLFC to serve on the selection committee. **MOTION** by **Kim Rosenbaum**, **Second** by **Selen Hatipkaraulu** to extend applications for Part-Time Faculty Teaching Award one week. Applications will be extended until Friday, April 1, 2022 by 5:00 pm. **MOTION: PASSED**. | | |
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| Chair Jensen adjourned meeting at 3:00 pm.  *Respectfully submitted*,  Jo Beth Oestreich  Secretary  **Next Meeting: via Zoom April 15, 2022.** | | |