**Minutes**

**Non-tenure Line Faculty Committee**

**Friday, August 14, 2020**

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

**Zoom**

**Address here: 766 435 7831 (password: brahms)**

**Members Present:** Lynn Ledbetter, Shannon Duffy, Kevin Jetton, Shannon Shaw, Nicole Hengst, Dan Smith, Howard Williams, Amy Meeks, Gloria Velasquez, Kris Toma, Kay Newling, Suzy Okere, Renee Wendel, Glynda Betros, Sandra Duke, Britney Webb, Scott Vandenberg, Wendi David, Thomas Varacalli, and Jo Beth Oestreich.

**Approval of July 10, 2020 minutes :** Minutes were deferred for review.

**Old Business:**

**NLF Orientation finalization (readiness/who/what/how many signups)**

* Two sessions on August 19, 2020 (9-11 am and 6-8 pm). Currently, we have 10 (7 for am and 3 for pm session) pre-registered faculty members for these sessions. We will record the first session. All NLF members are encouraged to Zoom in to either or both sessions.

**NLF Committee projects for 2020-2021: Idea brainstorming**

* **Welcome Reception** has been moved to the spring. We also decided to wait to hold a Reception at RR until 2021.
* **Spring 2020 Book Club revisit and restart?:** TBD and present it virtually. The committee will host a continuation of the spring Book Club, *The courage to teach,* to restart in spring 2021.
* **Canvas Coffee Club:** Explore opportunities with Candace on developing these opportunities throughout the semester.
* **NLF Retirement Opportunities:** Explore options to create a phased retirement plan for NLF.
* **NLF workshops (Canvas Coffee Club, other Professional Development opportunities):** Invite Jonathan Zimmerman to speak on Academic Freedom.
* **NLF Career Path:** Continue monitoring the progress of our proposal with the President and Provost.

**New Business:**

**New committee member introductions and welcome:** Shannon Shaw (Eng), Britney Webb (HHP-Athletic Training), and Nicole Hengst (Journ/Mass Comm/Public Relations).

**Faculty Senate updates:** There were no written response to the Faculty Senate Survey results. The administration stated the [*Roadmap to Return*](https://www.txstate.edu/coronavirus/road-map.html) is a good plan. More courses will be offered on line for the fall 2020 semester. The university desires a 40% F2F and 60% on-line instruction split. Faculty Senate asked for flexibility how courses would be offered, especially to support faculty desiring to have a choice in how they deliver course instruction. At the most recent CAD meeting, the administration shared there was only one denial to a faculty member to change course instructional delivery for fall 2020.

**NLF concerns and more across campus:** There are still concerns about returning to campus F2F for fall 2020. Do we know how many students are returning to campus this fall? There was discussion the university thinks 30 – 35,000 students will be on campus this fall. Additionally, how many F2F classes will be held on campus. Dorms are at 78% occupancy (charged 30% more). The university is conducting a study on apartment occupancies, which are currently down in the San Marcos area. If community transmission becomes a university problem, there will be conversations on how to proceed, i.e., eliminate F2F courses, switch to on-line course delivery, etc. NLF encourages a conversation with university administration and San Marcos city and County officials regarding response to COVID-19 pre- and post-outbreaks. There are concerns if students prefer to take courses on-line, it could impact F2F instructors, i.e., close their class and potentially their position. If the university must go into lock-down, all courses will return to on-line instructional delivery.

**Future planning: Professional Development:** Shannon Duffy will Invite Jonathan Zimmerman to speak on Academic Freedom.

**Set 2020-2021 meeting dates/times :** Third Friday of each month from 1:00 – 3:00 pm via Zoom. **Next meeting, Friday, September 18, 2020, via Zoom 1:00 – 3:00 pm.**

**Meeting Adjourned at 2:15 pm.**

**Orientation Subcommittee continues to meet to review presentation for August 19 orientations for new NLF.**

Respectfully submitted,

Jo Beth Oestreich

Secretary