**Minutes**

**Non-tenure Line Faculty Committee**

**Friday, September 17, 2021**

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

**Zoom:**

<https://txstate.zoom.us/j/95041564851?pwd=U200TzR5a0RUcHZneXNtTTFTNlVZdz09>

**Members Present:** Jenn Jensen, Kevin Jetton, Britney Webb, Glynda Betros, Elvia Perrin, Scott Vandenberg, Susan Hall, Dan Seed, Christi Townsend, Amy Meeks, Ron Haas, Karla Hamelin, Kris Toma, Selen Hatipkayarasulu, Sandra Duke, Ben Arnold, Sarah Angulo, Renee Wendel, Marcos (Joaquin) Palacios, Kay Newling, Dan Smith, Matt Bower, Howard Williams, Portia Gottschall, Matari Gunter, Susan Holtz, Shannon Shaw, Dan King, Suzy Okere, and Jo Beth Oestreich. [Valerie Anderson]

Chair Jensen called meeting to order at 1:01 pm.

Approval of minutes from of April 16, 2021 deferred until next meeting, October 15, 2021.

Welcome and Introductions of Committee Members: Note: Sarah Angulo is the Faculty Fellow for 2021-2022.

**New Faculty Orientation Recap:** Jenn, Kevin, Amy and Jo Beth were able to host two sessions held on August 18 (9:00 am and a 6:00 pm session). Twenty-six combined new faculty were welcomed at our orientations.

**Fall NLF Reception Update. Kevin**. The Reception is scheduled for October 21, 2021 from 4:00 – 6:00 pm in the Wittliff Collection. Due to concerns related to an increase in COVID positive cases, Jenn asked for any comments from attending committee members regarding hosting the event in person, deferring the event, and/or hosting the event outdoors. Marcos suggested requesting using the President’s house/lawn for the event. The committee decided to defer the fall Reception to the spring term. Kevin has graciously agreed to continue his leadership role in contacting current vendors about the change to this event, and identify prospective spring dates/sites to host the event F2F.

Additionally, Susan suggested giving a welcome gift to our new NLF this year. Ideas are encouraged to be shared by members.

**Spring 2021 Book Club** **Update**. **Amy**. The book for this year club study is *The power of moments*. The club will meet four times. The first meeting is scheduled for Wednesday, September 22, 2021, 1:00 – 2:00 pm via Zoom. You can send Amy an e-mail if you would like to participate in this book club.

**NLF Workload Release Program. Jenn**: Applications are due October 8, 2021 through the Faculty request portal. It awards up to 6 workload reductions for professional development, i.e., creative research, teaching improvement projects, etc. Committee members are encouraged to share this opportunity with their department/college to encourage submitting a proposal for this program. Our committee will review/rank applications in late October/November.

**Faculty Senate Updates**. **Jenn: Instructional Faculty Appointments Policy**: this is the former identified NLF Career Path proposal. This provides a pathway for promotion for NLF. The proposal has the **green light** from Provost Bourgeois and Dr. Thorne. It will be presented to the Council of Academic Deans (CAD) for their review. Rank appointments are not automatic, but individuals will create their documentation for consideration for appointment to the desired rank.

**Personnel Committee Policy**. The suggestion of external observer has been excluded from the current policy draft. The policy affords more opportunity for NLF to be involved in the committee where appropriate. The policy has the **green light**. It will move to CAD for their review/comments.

**Report on Faculty Senate**. The Faculty Senate sent out a *Statement on Minimum Health and Safety Procedures for Return to Campus*. There were 517 signatures presented to President Trauth and the Provost regarding this statement. Changes as a result of this statement: **Bobcat Trace and more flexibility for on-line instruction.**

**Bobcat Trace**. Dr. Carranco, stated the system is overwhelmed with the contact tracing, and will send out an e-mail to faculty about identified positive student cases (hopefully, reported by students to Bobcat trace—NOTE: students are not required to report---but encouraged), and how to alert students who may have been exposed to a positive tested COVID classmate. We need to keep names of students who tested positive private. **Some concerns shared**:

* large lecture courses are overwhelmed with Bobcat Trace e-mails---the workload to read and attend the large number of e-mails distracts from time for instruction, etc.
* If students *share* they have tested positive for COVID to the instructor, what are the steps the instructor needs to follow if notified of this situation? Jenn will check with the Faculty Senate representative working with Dr. Carranco.
* Individual instructors must decide how to handle absences related to COVID. If students receive a note from Bobcat Trace, this is considered an excused absence. The issue focuses on students not participating in Bobcat Tracing…who may be testing positive.
* A suggestion was to improve the **COVID Dashboard** to include data on faculty exposure. There is zero evidence of classroom transmission stated by Dr. Carranco; however, the explanation focuses on activities students are doing outside of the classroom resulting in COVID positive results. Many members are sharing different stories different from information provided by Dr. Carranco…more positive cases are being told to instructors then reported. Positive cases are shared by curative testing (on campus testing). Active cases are often from off-site testing centers. Can cases be reported by college, or department on the Dashboard, including deaths? Can the Dashboard share number of vaccines given on campus? Perhaps the university could consider implementing predictability models related to COVID positive cases.

**NLF Committee Charge.** Brainstorm ideas on what issues we want to address this year. Members are encouraged to bring ideas to our October 15 meeting.

The Faculty Senate is asking suggestions from the NLF on what they **want to see in the next President:**

1. **Pause continued research and physical constructions---we have grown enough at this point**
2. **Strengthen current programs**
3. **Policy experience with Legislature**
4. **Someone who has experience in a variety of leadership roles in a campus setting, i.e., Professor, Assist. Provost, working in a R1 university, etc.**
5. **Strong in scientific research**
6. **Support faculty and increasing pay**
7. **Find solutions before saying *no***
8. **Improve and advocate for NLF (NLF teach to provide TT to research)**
9. **Someone who cares about our academic success of our student athletes**
10. **Raise awareness and increase athletic opportunity**
11. **Personality who is warmer, more personable, etc.**
12. **Acknowledge and account for the safety of females (faculty and students) on campus, i.e., escorts, assaults, etc.**
13. **Supports minority lives and BLM**
14. **Provide funding for more counselors for the campus**
15. **Experience in handling multiple campuses**
16. **Work with the community of San Marcos, and,**
17. **Support professional staffing of the library.**

**MOTION** to adjourn meeting AT 3:06 pm by: Kevin Jetton Second by Dan Smith. **PASSED.**

Respectively Submitted,

Jo Beth Oestreich,

Secretary

**Next meeting, via Zoom: Friday, October 15, 2021**