

Non-Tenure-Track Committee Report 2022-2023 AY

Committee Membership: *Committee Chair

College of Business: Lee Shinaberger (term expiring 2025), Senior Lecturer

College of Education: Debbie Conner (term expiring 2024), Clinical Professor

College of Humanities and Fine Arts Rep: Kris McIntyre (term expiring 2023), Senior Lecturer

College of Science: ***Amber McWilliams** (term expiring 2025), Senior Lecturer

Honors College: Amanda Masterpaul (term expiring 2023), Lecturer

Teaching Staff: Stacey Beam (term expiring 2025), Lab Coordinator, HHP

Tenured Faculty Reps (2): Jeffrey Ranta, Assistant Professor (term expiring 2025), COHFA; & Thomas Hoffman (term expiring 2023), Professor, COS

Faculty Senate Rep: Vacant

Faculty Welfare Rep: Fang-Ju Lin (appointed through 2023), Associate Professor, COS

Provost's Designee (Ex Officio): Teresa Burns (appointed through 2023), Associate Provost

Human Resources Rep (Ex Officio): Kimberly Sherfese (appointed through 2023), Associate Vice President for Human Resources

Faculty Development Rep (Ex Officio): Jenn Shinaberger (appointed through 2023), PDAT

Faculty Ombuds (Ex Officio): Renee Smith (appointed through 2023), Professor, COHFA

Dates of Meetings:

- a. September 12, 2022
- b. October 10, 2022
- c. November 7, 2022
- d. December 5, 2022
- e. January
- f. February 20, 2023
- g. March 27, 2023
- h. April 17, 2023

Our Charge Per Faculty Manual

Purpose of NTT Committee (FM 4.7.15)

“Review and recommend policies and procedures relating to performance expectations and promotion paths for Lecturers; voting rights for Lecturers and Senior Lecturers; annual reviews for Teaching Associates; topics related to resources and lack of resources; training; nontenure track faculty representation on standing committees; retaining faculty; shared governance and transparency with hiring; continuity of communication; continuous review and recommendation of policies and procedures related to the Faculty Manual and College handbooks.”

Objectives and Outcomes

We updated our goals from the previous year. Continuous/Annual review processes are listed in [blue](#).

Goal 1- Address language and policy inequities regarding NTTF, inclusive of representation on standing committees.

- [Faculty Manual Review](#)
- [College Handbook/Manual Review](#)
 - Several colleges lack specific language for promotion to senior lecturer (or even lecturer). Our committee continues to advocate for and communicate through the work of our college rep members to improve college handbooks.
- Increased Representation
 - College level: Two of our members (Amber McWilliams and Tom Hoffman) founded the Gupta College of Science NTT committee. This committee was approved by the college in spring of 2022 and is now actively meeting to advocate for GCOS NTT faculty.

Goal 2 – Additional Promotional tier for Senior Lecturers/Instructors.

This year our committee's work culminated in the "Principal Lecturer" Title proposal (attached as appendix to this report). This proposal took most of our attention during this academic year. The committee sought input from numerous Deans, the Provost's Office, and the Faculty Senate's Executive Committee. The Faculty Welfare committee also vetted the proposal and approved it unanimously before it was sent to the faculty senate floor.

The proposal was overwhelmingly passed at the March 29th Faculty Senate meeting with 53 votes for and 3 against, and also passed the full faculty vote in April with 58% of the eligible faculty responding, 86% of which voted in favor of the new title. The proposal will move through the University's Executive Committee and will be on the agenda for the Board of Trustees August meeting. If approved, the title would appear in the 23-24 Faculty Manual.

Our committee plans to host an informative meeting concerning promotion and post-promotion review in the lecturer line for those interested in August.

Goal 3- Continual evaluation of Teaching Associate Pay.

- Confirmed in effect beginning FA 2021. Our committee will work with Faculty Welfare each fall to confirm that TA pay is evaluated against regional averages. This should report should be available via the provost's office.
- Our committee, via college representatives, continues to advocate against long-term teaching associates (those teaching full 5-5 loads for many consecutive semesters). The best way to combat this seems to be communicating directly with deans to ensure that they are monitoring this at a departmental level. While we recognize that there are a handful of teaching associates that are not interested in FTE positions, it is our intention to advocate for those that are.

Goal 4- Deans and Chairs Best Practices

- Participate in New Chair's Academy Annually (if held)

- The Provost's Office reported that attendance was low this year, so we opted to forgo our invitation in late spring. Instead, we will request to attend Provost's Council in the coming year to reach a broader audience.
- Delphi Project – We will continue to use this to guide our conversations in continually changing the culture surrounding non-tenure track faculty.

Goal 5- Promotion Pathways

- **Identify inconsistencies between U-C-D levels**
- 3rd year review for Lecturers/Instructors, and post-promotion review for Senior Lecturers/Instructors.
 - This committee will further evaluate this in the next academic year once Principal Lecturer is added to the faculty manual.
- **Clear and Consistent Calendars**
 - Committee, via college reps, inquired with Dean's offices to ensure that calendars were published in an easily accessible and clear manner for NTT faculty. Additionally inquired that NTT faculty were notified when appropriate as required by the faculty manual.
 - Continue to evaluate Promotion and Post-promotion Review

Goal 6- Review and recommend ways to include Teaching Associates, Visiting Faculty, and Teaching Staff in annual evaluations.

- Our committee has continued to monitor the evaluative terms used throughout the evaluation process. There are still some inconsistencies between U-C-D documents that raise concerns about promotion, decompression, and post-promotion review. This impacts all faculty and should be consistent between all documents. This is likely a Faculty Manual committee item, we will continue to advocate for clear terminology.

Additional Goals for future academic years:

1. The provost's office had indicated that they were working on a Chair's Handbook. Our committee should review this as it applies to NTT faculty.
2. Establish a new survey for NTT faculty and update NTT presentation.
3. NTT faculty did not receive ballots for at-large T/TT representatives. This is an oversight that needs to be corrected. Request oversight on various nomination calls and ballots.
4. Further review of voting rights of NTTF. Identify instances where full time, associated faculty should participate in shared governance.
5. Recommend tools and guides, such as the Delphi Project, to encourage culture change for NTTF.

6. Review policies and pay patterns for PALS course teachers.
7. Assist Staff Senate in the development of guidelines for the evaluation of Teaching Staff.

Finally, an election was held in our final meeting of the year, and Kris McIntyre was reelected Chair of the committee for 2023-2024 AY and Stacy Beam was elected as Vice Chair with defined duties to be agreed upon before the beginning of our next term. Kris McIntyre and Amanda Masterpaul were reelected in their respective colleges to continue to serve on this committee. Tom Hoffman is rotating off the committee as one of our at-Large tenure/track representative and Fang-Ju Lin will be rotating off of Faculty Welfare and therefore a new representative will be appointed from that committee. We thank them both for their service.

The dates and times for the meetings will be reviewed and set prior to the start of the next academic year.