

**Non-Tenure Track Faculty Committee  
Report to the Faculty Assembly  
Friday November 9, 2012**

**Committee members:** Suzanne Cook (LAS/Languages and Cultures), Ceil Malek (LAS/English), Laura Marshall, Co-Chair (Education), Marcia Hacker (Beth-EI), Sheri Trumpfheller, Co-Chair (Business/Accounting), Juliana Frost (LAS/Writing), Dana Wortman (EAS), Norah Mazel (Library), James Parmenter (LAS)

**Committee Meetings:** Currently under review for new day and time

**1. Status of Rights and Responsibilities document:**

The Committee met with Dr. Kelli Klebe in regards to implementation of the NTTF Rights and Responsibilities Guidelines. Dr. Klebe has developed a checklist of processes and items from the guidelines for the colleges and departments to use to identify what they have in place and prioritize their next steps. The Committee noted that many colleges and departments may have quite a few of the guidelines already in place, but without documentation which should now be put into place. The Committee believes that the priorities for implementation where necessary should be guidelines and procedures for appointment, reappointment, promotion and evaluation.

Any colleges or departments should contact one of the NTTF Committee Co-Chairs or Dr. Klebe with questions or concerns that arise during implementation. Both Dr. Klebe and the Committee members can assist with this process.

**2. NTTF Website Development**

Dr. Klebe has graciously offered the assistance of her office in creating a website for the NTTF committee. Work on this will commence immediately.

**3. Grade Forgiveness**

The Committee discussed the issue of grade forgiveness as requested during the October FA meeting. There was no consensus reached on the topic, though the question of how committee representatives to FA should vote on these sorts of issues was discussed.

**4. Multi-Year Contracts**

The Committee is exploring methods of gaining some input to the new multi-year contract including perhaps a discussion with the Chancellor regarding specific language that may be included in the 'letter of offer' to strengthen both the faculty member's and the Universities positions in the employment relationship.

## **5. NTTF Events**

A brown bag session with the Chancellor is scheduled for April 9<sup>th</sup> 2013 from 12-1:30pm in Dwire 204. The Committee is pleased to have these opportunities for NTTF to engage with Chancellor Shockley-Zalabak and we encourage all NTTF on campus to participate.