Non-Tenure Track (NTT) Ad Hoc Committee

Meeting Minutes

Tuesday, April 19, 2016

List of Members: David Dieteman (Business), George Dudas (Engineering), Edward Evans (Engineering), Sharon Gallagher (chair, H&SS), Peter Olszewski (Science), Sue Rangarajan (Business), Gary Viebranz (H&SS), and Tia Young (Science)

Members Present: Dave Dieteman (Business), George Dudas (Engineering), Sharon Gallagher (chair, H&SS), and Gary Viebranz (H&SS)

Invited Guests: Ralph Ford (Chancellor) and Luciana Aronne (chair, Faculty Senate)

Meeting Place: Glenhill Memorial Room

Summary of Topics Covered

1. Began meeting at 12:05 p.m.
2. Meeting minutes from Tuesday, Apr. 5, 2016 will be mailed to committee for approval
3. Committee requested that there be NTT faculty involvement in revising all policy and procedures pertaining to new HR21 requirements.
4. Dave presented the Northwestern cultures survey and gave the Chancellor a copy.

* The Chancellor supported the idea of surveying the non-tenure track faculty in Fall 2016
* May be a charge for 2016-2017 academic year for the Committee

1. Began by identifying Behrend policies and procedures that would need to be revised in light of new HR21

* BCF7 – Mentoring New Full Time Faculty
* BCF10 – Promotion of Faculty Members to the Rank of Senior Lecturer
* BCF19 – Appointment and Renewal of Lengths of Fixed-Term Multiyear Faculty
* BCF21 – Penn State Behrend Faculty Workload Guidelines

1. BCF7 – where are we on that?

* Luciana will check with Dawn

1. BCF10

* Change “minimum of seven years in lecturer rank; dossier may be prepared during the seventh year” to “minimum of ***five*** years in lecturer rank; dossier may be prepared during the ***fifth*** year” for those who wish to apply for Senior Lecturer promotion to provide consistency with HR21 revisions
* Change “The rank of senior lecturer carries with it no commitment to tenure or to term of employment” to “The rank of Senior Lecturer carries with it **a contract length of five years minimum.”**
* There was a spirited discussion about providing all Senior Lecturers with a five year minimum contract in instances of poor teaching performance.
* The discussion took up the remaining time in the hour so the Chancellor suggested that we meet again the following week to discuss the rest of the items on the committee’s list.
* Sharon would follow up with Rhonda to schedule a meeting for Tuesday, April 26 and let the rest of the committee and Luciana know.

1. Adjourned at 1:00 p.m.

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| Action Item Assigned | Person(s) Responsible | Due Date |
| Set up follow up meeting w/Chancellor & NTT Committee’s April 26 | Sharon | Tuesday, Apr. 19, 2016 |
| Email meeting date/time to committee | Sharon | Tuesday, Apr. 19, 2016 |
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1. Respectfully Submitted by: Sharon Gallagher