

**Minutes of Non-Tenure Track Issues Committee Meeting**

**Date: September 22, 2016**

**Time: 4:00-5:00 pm**

**Place: Room 410 in Plant Biotech Building**

**Attending:** Denita Hadziabdic Guerry, Allie Brown (Co-chairs), Pedro Tomas, Crystal McAlvin, Jennifer Stokes, Bonnie Ownley, Laurie Knox, Heather Hartman, Shelley Newman (Guest)

<b>Agenda Item</b>	<b>Description</b>	<b>Follow-Up</b>
Minutes of March 22, 2016	Discussed and approved	The next steps regarding the Faculty Handbook will be to try and meet with John Zomchick (JZ) for advice as to how to proceed. Allie and Denita will schedule a meeting time.
End of the Year Report	Denita gave a report on what was included and the process used to submit this report. It was submitted to the online records for the Faculty Senate and is available for viewing.	No further action needed.
Review of Faculty Handbook Revision Project from 2015-2016	New and returning NTTI Committee members were informed as to the status of this project at the end of the 2016 academic year. Future work was discussed. The process for how these revisions will be ultimately implemented was briefly reviewed. The next step after we have refined our revisions is for the NTTI to submit revisions to the Faculty Welfare Committee.	Meet with JZ to verify next steps.
Report on Faculty Pay Elements	Denita discussed a report done on faculty pay within UTK Bonnie discussed the new evaluation online system, Elements. Some discussion took place regarding NTT faculty and if they will also be required to do this. Committee members shared various departmental information as to how NTT faculty are currently	No further action needed. JZ will be asked if Elements will be required for use with NTT faculty.

	experiencing their annual evaluation. There is great variety among departments on campus as to how annual evaluations are done for NTT faculty.	
Benefits Issues	Bonnie discussed the issues with benefits on campus. Discussion took place about the fact that there is no difference between tenured, tenure track and non-tenure track faculty with regard to accrual of sick leave and annual leave. There IS a difference between 12 month and 9 month faculty in that no 9 month faculty accrue any kind of sick or annual leave. Discussion took place on how to best determine the different ways that various departments on campus handle sick leave.	Laurie volunteered to draft a survey that could be sent to faculty to obtain data about how sick leave practices are currently being implemented around UTK. She will send the draft out to NTTI Committee members for their review. Shelley, Denita and Allie will schedule a meeting with JZ to discuss this difference in policy between 12 and 9 month faculty. Shelley will work with the Benefits Committee to gather data about these policies from our aspirational schools.
Best Ways to Communicate with NTT faculty	Some discussion took place about the best way to capture all NTT faculty.	Bonnie agreed to ask Robert Spirko about a list serve for NTT faculty on campus. (This will be needed if the NTTI Committee moves forward with a survey for NTT faculty.)
Future Meetings this Semester		<b>Friday, October 14, 2:00 pm Place TBA</b> <b>Friday, November 11, 2:00 pm Place TBA</b>
<b>Adjournment</b>		