Senate ad hoc Committee to Investigate NTS Faculty Issues
Minutes for September 25, 2013

Committee members: Irene Frieze [Psychology, TS faculty], Carey Balaban [Provost’s Office liaison], Stephen Ferber [Office of Human Resources liaison], Don Bialostosky [English, TS], Helen Cahalane [Social Work, NTS], Katie Greeno [Social Work, TS], Marilyn Hravnak [Nursing, NTS], Sue Skledar [Pharmacy, NTS], Jay Sukits [Business, NTS], Cindy Tananis [Education, NTS], Samuel Tisherman [Medicine], Frank Wilson [Greensburg, Sociology].


1. There was a brief discussion of the ad hoc committee mission: Resolved, the Faculty Assembly endorses the creation of an ad hoc committee charged with the analysis of university policies and procedures related to non-tenure stream faculty, both part-time and full-time with an eye to adjustments that may need to be made and positioning of responsibility for consideration of these matters within the standing committees of the Senate, as well as identification of issues not currently within the purview of an existing standing committees. [Full text available on the Committee portal at http://www.univsenate.pitt.edu/committees/ad-hoc-committees].

2. Introductions and brief statement of areas of interest or concern. Issues for future discussion include:
   a. Titles for full time and part time NTS faculty.
   b. Guidelines for promotion of NTS faculty and review of how this is done in different units.
   c. Ideas about educating the University community about the important role of NTS faculty and about unit procedures relating to them. An earlier recommendation was that these unit procedures be available on public websites, since it is often difficult for NTS faculty to raise questions about this in their units.
   d. Review of unit policies relating to NTS faculty participation in departmental meetings as well as in the review of TS and NTS faculty promotions. Do NTS faculty participate in faculty search committees?
   e. Are faculty development opportunities available to NTS faculty?
   f. What are the typical contract lengths for full time NTS faculty in different units?
   g. How are NTS faculty mentored, if at all?
   h. Do NTS faculty receive clear instructions about job duties in hiring letters? Are these job duties the basis of annual evaluations and promotion recommendations?
   i. Are some long term NTS faculty still being hired in “visiting” positions?
   j. How can Human Resources better integrate NTS faculty into existing payroll and other computer systems. There may be special issues for part time or adjunct NTS faculty, but other issues will arise, such as changes in job titles.
   k. A major concern is the “culture” of the University relating to the view that many appear to have that NTS faculty are second class faculty.
   l. A much more detailed discussion is needed about part time NTS faculty.

3. Review of University Bylaws relating to non-tenure steam faculty [see links below]. We began by looking at definitions of faculty. Based on these guidelines, it appears that the Bylaws define all full time NTS faculty as “faculty” who should be treated as faculty in terms of above issues. We will continue our review of the Bylaws at our next meeting.

4. Future meetings.
a. We were unable to find a time at the meeting for the next meeting and will do this outside the meeting.
b. The next meeting is planned for some time in October, if possible.
c. We did not complete the discussion of Bylaws and will continue this at the next meeting.
d. Other future agenda items include a review of practices in different units and how those relate to the NTS recommendations passed by Faculty Assembly and Senate Council last year. We hope to discuss Education and Engineering at the October meeting.
e. We will also be reviewing the list of Senate Committees to help us in making recommendations for agenda items relating to NTS faculty for relevant Senate Committees.

Senate website for our committee: [http://www.univsenate.pitt.edu/committees/ad-hoc-committees](http://www.univsenate.pitt.edu/committees/ad-hoc-committees)

University Bylaws information:

1. Definitions of ‘University Faculty’ and ‘faculty of a degree-granting unit’: [http://www.cfo.pitt.edu/policies/policy/02/02-02-01.html](http://www.cfo.pitt.edu/policies/policy/02/02-02-01.html)
2. Tenured and tenure-stream faculty terms of appointment
   a. Full time: [http://www.cfo.pitt.edu/policies/policy/02/02-02-04.html](http://www.cfo.pitt.edu/policies/policy/02/02-02-04.html)
   b. Part time: [http://www.cfo.pitt.edu/policies/policy/02/02-02-05.html](http://www.cfo.pitt.edu/policies/policy/02/02-02-05.html)
3. Tenured faculty obligations and responsibilities: [http://www.cfo.pitt.edu/policies/policy/02/02-02-03.html](http://www.cfo.pitt.edu/policies/policy/02/02-02-03.html)
4. Non-tenure stream faculty: [http://www.cfo.pitt.edu/policies/policy/02/02-02-06.html](http://www.cfo.pitt.edu/policies/policy/02/02-02-06.html)
5. Faculty librarians: [http://www.cfo.pitt.edu/policies/policy/02/02-02-14.html](http://www.cfo.pitt.edu/policies/policy/02/02-02-14.html)
6. Membership in the graduate faculty: [http://www.cfo.pitt.edu/policies/policy/02/02-02-13.html](http://www.cfo.pitt.edu/policies/policy/02/02-02-13.html)
7. Senate eligibility: [http://www.cfo.pitt.edu/policies/policy/01/01-03-07.html](http://www.cfo.pitt.edu/policies/policy/01/01-03-07.html)
8. Faculty roles in unit governance: [http://www.cfo.pitt.edu/policies/policy/02/02-04-01.html](http://www.cfo.pitt.edu/policies/policy/02/02-04-01.html)