

Fall 2019 Full CT Caucus Meeting Minutes  
Wednesday, October 16, 2019 3:30 pm  
Submitted by Josh Enszer, CT Caucus secretary

(1) Welcome coffee hour and future social events

We held our second annual coffee hour to welcome new CT caucus members. We had about 20-25 members come in and out of Faculty Commons over the hour.

In the spring we plan to host more of a “spring fling” - we will go somewhere with adult beverages. We are soliciting suggestions for a location.

(2) Upcoming Dossier Workshop - Friday, 8 November 2-4 PM

We hold a workshop-style event where there will be four stations on 1) documenting service and their impact, 2) documenting teaching effectiveness, 3) from associate to full, and 4) putting it all together. Each station will be facilitated by faculty members who have recently been promoted. You can join as many or as few stations as you like. You are welcome regardless of how far you are from promotion. It's never too early to start thinking about promotion!

If you can't make the event, you can email CT caucus leadership to help put you in contact with someone who should be able to answer your questions.

In the spring there will be a panel format for more general Q&A on promotion issues sponsored by the Provost's Office.

RSVP for the Dossier Workshop here: <https://forms.gle/qXjJqehHveLrQN6Q9>

(3) Middle States Visit at 4:30 pm

The MSSC is soliciting feedback about how we're doing as a university. They are assessing educational effectiveness. They're asking people what's good about the university and also some of the challenges, areas where we need to improve. They'll provide a website for people to share stories about their experiences (the content that you submit gets sent to the steering committee, not to the accreditors). They'll ask us what we think and feel as far as being CT faculty.

Middle States has a website with reports about how we're progressing, and what we've done, for 2010 and 2016. It's not an issue of whether we'll get reaccredited; it's an opportunity for self-study and pointing out what isn't as good as it could be and so the Provost's office is aware of the kinds of issues we are having.

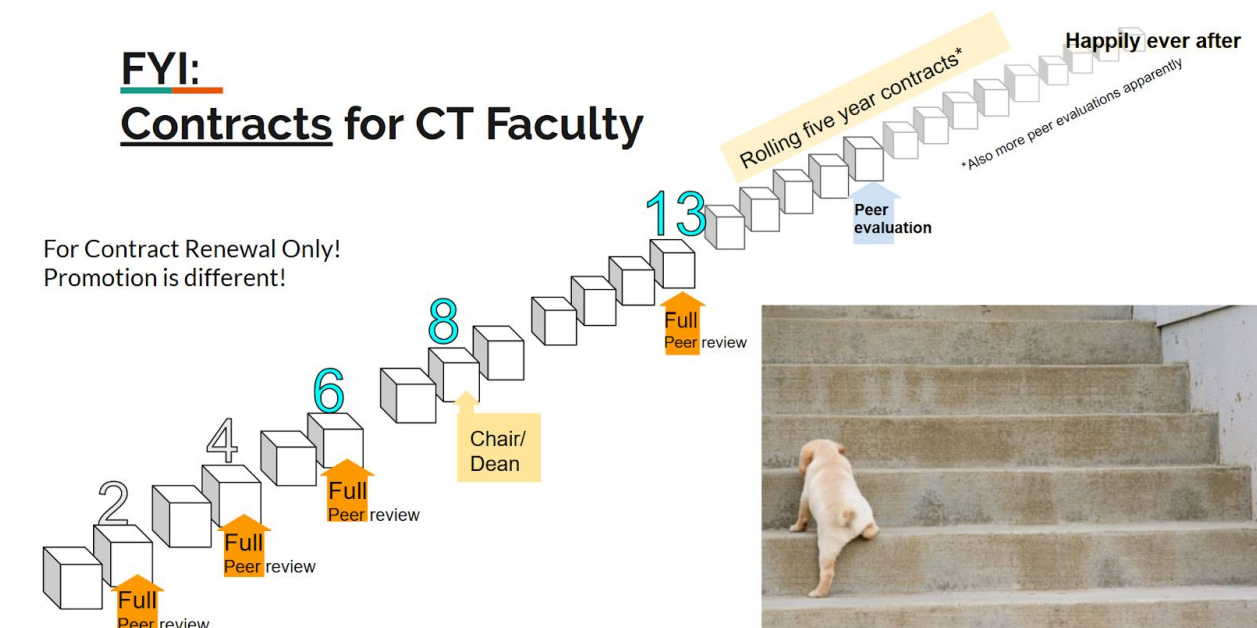
#### (4) Faculty Peer Observation Program (FPOP) update

FPOP is not part of the CT caucus, but it originated in the caucus as a result of questions and suggestions raised at one of our meetings. We have a full set of tripods (8 groups of 3 = 24 people) doing mutual observations, write-ups. If you're not a part of it, consider joining next year!

Next sign ups will be in the summer of 2020 - we try to advertise at SIT but will also announce sign-ups in August/September.

#### (5.0) Contracts for CT faculty - reminder

We've presented a diagram that interprets the faculty handbook guidelines on CT faculty contract renewals. (*The first draft of this diagram, from a few years ago, looked more like a set of teeth than a bunch of boxes, so this diagram is colloquially still referred to as "the tooth diagram" by longtime CT caucus participants [insert "The More You Know" jingle and shooting star here]*)



At years, 2, 4, 6, 13 - faculty handbook mandates a "full peer review" but it's not consistent what that means. What is the length/scope of this review? Who votes on the contract renewal? In some departments, contract renewals can go directly to the chair for approval, to the full department for a vote, or to a committee in the department. Should we pursue uniformity in this process? (And would that uniformity be across the university or across the college? Or at least is there a uniformity in "minimum standards" for this process?) It was also noted that TT evaluation processes are different from unit to unit.

Are all department documents updated in regards to CT promotion and contract renewals? Or are they approved but so vague that they can be confusing or interpreted in a way that would hinder a CT's ability to be promoted or receive a contract renewal?

It was brought up once again that CT voting rights within a department are inconsistent among departments and colleges.

#### (5.1) Proposal for a CAS Committee on CT Promotion/Review Issues

The CT Caucus has been approached by CAS to ask for our involvement in revising CT promotion documents. We have been asked to draft a resolution, including "whereas" clauses to form an ad hoc committee to address CT promotion and review issues. What should these clauses be?

General principles:

- Aim/goal that it becomes a model for other colleges.
- Some schools/colleges have no CT people who've ever been promoted to full. There needs to be a mechanism for those people going to full to be mentored by outside CTs who have gone up for full. (This is one reason for the "associate to full" table at the workshop!)
- The committee should probably be majority CT but also include TT

This is the working draft of the proposal. Caucus leadership will work with the CAS committee to finalize the wording.

- Whereas there are inconsistencies in procedures across departments and some of those inconsistencies may perpetuate inequities; and in particular the language about external reviewers and what gets sent out for external review is not consistently addressed in department and college by-laws; and
- Whereas current department documents are vague and may not align with the University faculty handbook that prescribes that faculty be assessed according to workload; and a college-wide policy can reinforce University policy that CT faculty can only be evaluated according to their workload; and
- Whereas CT faculty carry the bulk of the undergraduate teaching load of the University; and
- Whereas undergraduate tuition is the main source of revenue for the University; and
- Whereas CT voting rights should be a fundamental and consistent right across departments, reflecting rights of self-determination and association; and
- Whereas CT faculty need to be treated equitably with all faculty,
- Therefore be it resolved that an ad-hoc committee be created to review language about CT faculty in University, College, and department documents, with the purpose of making recommendations to this Senate to improve Promotion and Tenure documents for all, but especially for CT faculty.

(Temporarily removed from resolution as being too specific, and should be made a supporting example? “and faculty who have a 5-15 percent research workload cannot reasonably be expected to publish in the same tier of journals as faculty who carry a 50 percent or greater research workload; ”)

We want to go forward with this ASAP. Who wants to be in this committee? Volunteers include Dawn Berk, Alenka Hlousek-Radojicic, Lydia Timmins, Beth Morling. Anyone else interested in joining should contact Alenka ([alengkahr@udel.edu](mailto:alengkahr@udel.edu)) or Josh ([enszer@udel.edu](mailto:enszer@udel.edu)).

(6) Spring semester programming

So far there are three main items on deck for the spring:

- February social/spring fling - email Josh with suggestions for locations. Home Grown or Taverna have been brought up as possibilities.
- CT Promotion panel in March sometime, but hopefully sooner (pending Matt Kimservik's schedule since he co-sponsors the event)
- CT exec board elections - co-chair, secretary, and member-at-large terms will be open (currently held by Terry, Josh, and Alenka, but open to anyone willing to serve in the caucus leadership!!).

(7) Other business as brought up by those in attendance

No further business.

Meeting concluded at 4:25 pm, followed by discussion from Lou Rossi and Matt Kinservik for the Middle States conversation