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Non-Tenure Track Faculty Advisory Board

1.0 Mission

- 1.1** The Non-Tenure Track Faculty Advisory Board (NTTFAB) will work towards ensuring inclusiveness and equity so that all non-tenure track faculty (NTTF) experience equitable conditions for teaching, faculty hiring, development, evaluation, and inclusive practices in shared governance across colleges, departments, programs, and divisions.

2.0 Charge

- 2.1** The NTTFAB will support the work of the NTTF Implementation Committee in its efforts to enact the recommendations of the Task Force to Recommend Best Practices for Non-Tenure Track Instructional Faculty.
- 2.2** The NTTFAB will make relevant recommendations to the Academic Senate Executive Committee, the Faculty Policy Committee, the Educational Policy Committee, and the Academic Technology Committee.

3.0 Advisory Board Membership

- 3.1** The NTTFAB Advisory Board shall be comprised as follows:
 - 3.1.1** Chair will be the Non-Tenure Track Faculty Senate Executive Committee representative;
 - 3.1.2** The faculty co-chair from the NTTF Implementation Committee may join the board as a non-voting, ex-officio member;
 - 3.1.3** One non-tenure track faculty representative from each college elected by the non-tenure track faculty in the college;
 - 3.1.4** One non-tenure track faculty representative from coaching elected by the non-tenure track coaching faculty;
 - 3.1.5** One non-tenure track faculty representative from counseling elected by the non-tenure track counselor faculty;
 - 3.1.6** One non-tenure track faculty representative from the library elected

by the non-tenure track librarian faculty;

- 3.1.7** One tenure-track faculty representative elected by the Academic Senate with previous experience as a non-tenure track faculty member;
 - 3.1.8** One staff member who works with non-tenure track faculty elected by all staff;
 - 3.1.9** One California Faculty Association (CFA) Steering Committee member appointed by the CFA chapter.
 - 3.1.10** All NTTF Senators currently serving in the Academic Senate as voting, ex-officio members.
- 3.2** Each board member shall serve a two-year term. Terms may be staggered.
 - 3.3** Non-tenure track faculty shall receive support (e.g. professional development funds, stipends, etc. – at the selection of the faculty member and as permitted by University policy) for their participation on the NTTFAB.

4.0 Election and Voting Procedures

- 4.1** Calls for Service will come from the Senate Parliamentarian;
- 4.2** The non-tenure-track faculty in all colleges, coaching, counseling, and the library shall nominate representatives, and all non-tenure-track faculty shall vote on the NTTF nominees;
- 4.3** Faculty shall nominate themselves or others for the tenured/tenure-track faculty representative, and the non-tenure-track faculty shall elect the tenured/tenure-track representative;
- 4.4** All staff shall nominate and elect their representative;

5.0 Meetings

- 5.1** The NTTFAB shall meet at least two times per semester.
- 5.2** Meetings shall be announced two weeks in advance.
- 5.3** Meetings shall be open to all faculty.
- 5.4** The NTTFAB shall meet at least once per semester with the Provost and university President to share concerns and updates from the board.

6.0 Communications

- 6.1** The NTTFAB shall communicate the time, place, activities, and recommendation of the board through the non-tenure-track faculty listserv.
- 6.2** The NTTFAB shall use the listserv to solicit the needs of the non-tenure track

faculty across the colleges to better represent their experiences at CSUDH.

- 6.3** The NTTFAB shall be kept abreast of current best practices by Faculty Affairs & Development for supporting the professional development of non-tenure-track faculty members.

Approved: Dr. Michael E. Spagna, Provost and Vice President for Academic Affairs

Date: February 3, 2021