

Committee on Teaching and Research Faculty (CTRF) Meeting #17 Minutes
Tuesday February 20th, 2024
3pm-4pm

Meeting held in person

Members in attendance: Drew Brodeur (Chair, CBC), Joe Aguilar (Secretary, HUA), Izabela Stroe (PH), Althea Danielski (HUA), Steve Kmiotek (CHE)

1. **Minutes approval.** Minutes #16 were approved with minor changes.
2. **COG update.** Committee Members Danielski and Kmiotek report COG continued the previous week's discussion on procedures regarding academic freedom.
3. **Update on sabbatical implementation plan and meetings with administration.** The Committee is continuing to meet with community stakeholders to discuss next steps.
4. **Kimberly LeChasseur's request from Monday afternoon.** LeChasseur emailed to see if any CTRF members would be available to help out with facilitating a TPT workshop on applying for tenure with a focus on navigating the hidden curriculum. Two possible time ranges were proposed: the week of March 18th and the week of April 1st. Committee Member Stroe said she would be available both weeks, and Chair Brodeur and Secretary Aguilar may also be able to join. They agreed to reply to LeChasseur with proposed dates for the workshop.
5. **Instructor promotion motion discussion.** The Committee plans to work on refining any imprecise portions in the faculty handbook language around promotions. The Committee will work on putting a motion together. The Committee also plans to reach out to COAP for assistance.

The committee adjourned at 4:00pm.

Respectfully submitted,
Joe Aguilar
CTRF Secretary