Note: This group will be challenging to schedule. Knowing that, we will do our best to make sure that we move around the meeting to include as many participants as possible.

Michelle Janke from Coraggio walked the group through the topic team tool kit. The most up to date version needs to be sent to the team for review.

A team member asked where the charge for the team was and it was agreed that the team needs to create the charge.

The team needs co-chairs and one of the co-chairs needs to be a member of the Strategic Plan Development Team (SPDP). Jennifer Ruth and Patricia Schechter both voiced interest. The team agreed to ask those you were not in attendance if they were interested as well. Diversifying the type of faculty member for these roles is ideal but not required.

The Coraggio group will have the survey information back to the SPDP by their next meeting. The team definitely wants to see those comments and results as well.

The group discussed Article 18 Task Force Report for a little bit. Lois asked the group to get initial reactions to Sona by Friday 2/27 COB. The report and recommendations speak to NTTF recruiting, hiring, contracting and creating certainty.
It was mentioned and encouraged for team members to send around articles that could give background around, but not limited to, NTTF procedures, recruitment and hiring, accreditation requirements, academic freedom, peer review, governance.

**Staff to-do’s:**
- Send updated tool kit to team
- Set up Google Docs for the team
- Gather data and statistics on PSU’s non-tenure, tenure, part-time, adjunct (cluster by school and department)
- Schedule next meeting