

# Part-Time Faculty Council

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## Meeting Minutes

March 3, 2014

### **I. Call to order**

Yvonne Wichman called the meeting of the Part-Time Faculty Council to order at 3:30 on December 4, 2013

### **II. Roll call**

The following representatives were present: Marc Brotherton, Edward Delafuente, Natalie Berry, Ann Rich, Yvonne Wichman, Ruti Padan, Al Slomovitz, Bryce McGowan, Allen Robinson, Jane Roberts, Sandra R. Chandler, Valerie Walters, Kimberly Davis, Joanne Lee, Mary Migliaro, Sally Crews, Ron Matson, and Stephen Bartlett

The following representatives were absent: Jan Rose, David Gregory, Larry Byrnes, Jason Rhodes, Shari Clark, Chuck Chesbro, Lisa Leopard, Neeley Gossett, and Stephen Braden

### **III. Approval of minutes from last meeting**

After discussion, Ed Delafuente made a motion to accept the minutes of the February meeting. The motion was seconded, and the minutes were approved. The minutes will be posted to the PTFC website.

### **IV. Meeting Protocol**

Because of the number of topics to be covered in a meeting, Parliamentarian Mary Migilaro discussed the need to limit presentations to eight minutes. She will set a timer and notify speakers when they are close to the end of their time. Mary reminded the representatives of the format for Committee reports. Committee reports are created to summarize work in progress. The reports are sent to the President and sent out to the full council with the meeting agendas.

### **V. Update from Provost (R. Matson)**

Dr. Matson provided an update on his Part-Time Work Load proposal. Although he has no word on its current status, the dialogue has begun. He suspects that the result of the discussions may be a more prescriptive policy than the 3-2-1 that is currently in place. A change from the academic year (semester by semester) view may emerge.

In response to questions, Dr. Matson stated that the proposal is under scrutiny by BOR, US Government, and TRS because of the current policies defining part-time status. KSU operates under the 19.6 hours per week for part-time employees. He also stated that consistency in pay across the colleges has been discussed previously without resolution. The opportunity for part-time faculty to participate in professional learning activities is a concern. If the 2 day training is available in May, it can possibly be considered a summer activity, and part-timers would be eligible to compensation (stipend) for taking the class. He will follow up on this.

### **VI. Governance Structure (K. White) – Postponed**

### **VII. Parking Proposal**

# Part-Time Faculty Council

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Al Slomovitz discussed the process that the council would need to follow to bring the parking proposal to the Faculty Senate. His recommendation is that part-time employees should not have to pay the same rates as full-time employees. Since part-timers are restricted to 49%, the fee scale should reflect the amount of time they are allowed to work. After discussion, Allen Robinson made a motion that “the PTFC representative would allow the Executive Committee to develop a proposal to address parking fees for submission to the Faculty Senate.” During discussion, representatives expressed concerns about following protocol and maintaining a positive image and the need for council representatives to know what actions are to be taken in advance. After discussion, the motion was amended to “the PTFC representative would allow the Executive Committee to develop a proposal to address parking fees and present it to the council for an electronic vote prior to submission to the Faculty Senate.” The council voted 14-1 for approval of the motion.

Council Advisor Stephen Bartlett arrived during the continued discussion. He expressed concern and recommended that the council follow protocol but consider informing the consolidation committee of the issue by way of a “White Paper.” This would make the consolidation committees aware that the parking fees are an issue for part-time faculty. Representative Mary Migilaro recommended that the council prepare both a proposal and a “White Paper.” The Research Committee added the question of what part-time faculty members at Southern Polytechnical University are paying for parking.

## **VIII. Honors and Awards**

President Wichman summarized the two proposals for Honors and Awards and discussed the process she used to draft and submit them.

## **XI. eCore**

President Wichman provided background questions on the eCore that the university is considering. Representatives were encouraged to share the information with their departments.

## **XII. Attendance Policy**

Secretary Joanne Lee reminded representations about signing in for meetings and sending an alternate person to represent the department at the meetings.

## **XIII. Committee Reports**

Research Committee – The committee will add a question about parking to the survey of other institutions. The survey will be mailed shortly.

Public Relations Committee – Allen Robinson announced that the committee had met. He requested that each representative send him a picture and a short bio for inclusion in a newsletter.

## **XIV. Announcements**

- A. **Bylaws Vote in Faculty Senate** – Bylaws have been approved by the Faculty Senate and are in the process of being reviewed by the University Council and President Papp.
- B. **AAUP Meet & Greet** – The Part-time Faculty Reception will be held on March 27 from 4:00 – 6:00 p.m. at the Lolley Lodge. A formal invitation will be sent to all part-time faculty members. Please RSVP if you plan to attend.

# Part-Time Faculty Council

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**XV. Other Matters Arising - None**

**XVI. Next Meeting**

The next meeting of the PTFC will be on April 9, 2014 in Room 2010 of Prillaman Hall at 3:30 p.m.

**XVII. Adjournment**

Yvonne Wichman adjourned the meeting at 5:00 pm.

Minutes submitted by: Joanne Lee on 3/11/2014

Minutes approved by Council: 4/9/2014