

# Part-Time Faculty Council

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## Meeting Minutes

April 28, 2014

### I. Call to order

Yvonne Wichman called the meeting of the Part-Time Faculty Council to order at 3:30 on April 28, 2014. She welcomed special guests Dr. Michele DiPietro, Executive Director of the Center for Excellence in Teaching and Learning, and Dr. Gail S. Scott, Psychology General Education Coordinator for Part-time Faculty.

### II. Roll call

III. The following representatives were present: Jan Rose, David Gregory, Ann Rich, Yvonne Wichman, Larry Byrnes, Ruti Padan, Al Slomovitz, Bryce McGowan, Allen Robinson, Sandra R. Chandler, Valerie Walters, Chuck Chesbro, Kimberly Davis, Joanne Lee, Sally Crews, and Tom Keene.

The following representatives were absent: Marc Brotherton, Edward Delafuente, Natalie Berry, Jason Rhodes, Jane Roberts, Shari Clark, Mary Migliaro, Lisa Lepard, Neeley Gossett, Stephen Bartlett, and Stephen Braden

### IV. Approval of minutes from last meeting

After discussion, Allen Robinson made a motion to accept the minutes of the March meeting. The motion was seconded by Larry Brynes, and the minutes were approved. The minutes will be posted to the PTFC website.

### V. Committee Reports

Research Committee – Bryce McGowan reported that an online version will not be sent out. However, hard copies of the survey have been sent out via US post. President Wichman thanked the English department for assisting with the stuffing and cost of mailing the surveys. The packet included a cover letter to the Vice President of Academic Affairs. Surveys will be returned to Yvonne Wichman. And Kimberly Davis will work with Yvonne to consolidate results. Ron Matson will complete the form for KSU.

Representative Ruti Padan asked the purpose of the survey. Bryce McGowan explained that the PTFC is collecting data on policies for part-time faculty across the universities in Georgia and some neighboring institutions.

Public Relations Committee - Allen Robinson reported that the newsletter was ready and distributed a copy to all representatives that were present. He and Joanne Lee had worked on the inaugural issue and hoped to get more pictures and biographies to include in future issues. The council decided to provide two issues of the newsletter per semester. President Wichman thanked

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Allen and Joanne for their work on the project. A copy of the newsletter will be sent out electronically to all part-time faculty members.

Parking Committee – Al Slomovitz reported that work is in progress and that Beth Tindall will administer the survey. Transportation between the consolidated campuses is still an issue that may impact our success. The target date for release is this spring; however, it may go out in the fall. Joanne Lee asked if a comment section had been added to the survey. Al said that he would take care of this. Bryce McGowan suggested that we also survey part-time faculty at Southern Polytechnic.

## **VI. Center for Excellence in Teaching and Learning**

Michele DiPietro, Executive Director of the Center for Excellence in Teaching and Learning at Kennesaw State University, spoke about his passion for social justice and addressing the needs of the underserved populations at the university. He identified the part-time faculty as an underserved population and enumerated the steps he had taken to meet the needs of part-time faculty. In addition to addressing orientation, training, equity in resources, and connection to the university, Dr. DiPietro has focused on quality teaching and learning and had designed the Teaching Academy for Part-time Faculty. The registration for the event has closed; however, if slots open up, he will let the council know. He will offer the slots to the people who have contacted him already, Joanne Lee and Ruti Padan. The workshop will be offered on May and have stipend of \$750.00.

Dr. DiPietro also discussed the retirement of Dr. Stephen Braden who served as a Faculty Fellow for Part-time Faculty. Funded by the Provost, the position will be advertised and available to a full-time faculty member. This faculty member would be someone who is knowledgeable on national trends and issues related to part-time faculty. The fellow would also be asked to attend PTFC meetings. Vice President Al Slomovitz asked if consideration would be given to a part-time faculty member who is aware of the needs and concerns of part-time faculty. Dr. DiPietro said it could be something he would consider; however, the funding is directed to the department rather than the individual. The person would have to be available two and one-half days a week, knowledgeable of trends and issues, and have a “laser” focus on teaching and learning.

Dr. Pietro praised the council for its work and indicated that he supported our desire to meet the needs of part-time faculty.

## **VII. Update from Provost office (R. Matson)**

Dr. Matson explained the latest developments from the BOR on part-time faculty course loads and work hours. A copy of his notes is attached to the minutes. Valerie Walters asked about the 7.5% deduction from part-timers for the retirement fund. Other questions raised included the use of the tiered classifications in terms of access to benefits, accounting for time, and timeline. He indicated that “hows” of the plan are being developed. The timeline for implementation is August 1, 2014.

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## VIII. Announcements

Awards and Research Grants – President Wichman announced that part-time faculty will be eligible for award and research grants.

IRB-CITI Training - Dr. Gail Scott announced that PTFC members can request assistance with IRB-CITI training. Members interested in this may contact her at "Dr.Gail Scott" [gscott12@kennesaw.edu](mailto:gscott12@kennesaw.edu).

PTFC Meeting Schedule – President Wichman presented a tentative meeting schedule for the 2014–2015 academic year. Proposed dates are listed below. The PTFC will meet on Mondays at 3:30. The tentative dates are as follows: 8/25, 9/29, 10/27,11/17,12/15, 1/26, 2/23, 3/30, and 4/27.

PTFC Kick-Off – President Wichman is also planning an orientation for part-time faculty at the beginning of the semester.

## IX. Adjournment

Yvonne Wichman adjourned the meeting at 4:50 pm.

Minutes submitted by: Joanne Lee on 4/30/2014

Minutes approved: 8/25/2014