

# Part-Time Faculty Council

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## Meeting Minutes

February 23, 2015

### 1. Call to order

President Yvonne Wichman called the meeting of the Part-Time Faculty Council to order at 3:33 PM on February 23, 2015.

#### **Members Present:**

Yvonne Wichman, , Mary Migliaro, Jane Roberts, Hilma Orman, Ed Delafuente, David Gregory, Ann Rich, Larry Byrnes, Ruti Padan, Jason Rhodes, Bryce McGowan, Allen Robinson, Valerie Walters, Pamela Joyce

#### **Members Absent:**

Al Slomovitz (excused), Toby Mendelson (excused), Marc Brotherton, Charles Marvil (excused), Mandy McGrew (excused), Dennis Loubiere, Jeff Berman, Chuck Chesbro, Kimberly Davis (excused), Kathy Ebener, Dennis Brown, Sally Crews (excused)

#### **Advisors and Guests:**

Ron Matson, Gail Scott, Michele DiPietro

### 2. Approval of Meeting Minutes

There were no additions to the minutes from the 1-26-15 meeting, however one name spelling correction was made. On motion made, seconded, and carried without dissent, the board approved the minutes as corrected.

### 3. Committee Reports

Prior to the committee reports, Yvonne announced that she was making two changes in the names and structure of the committees. The Research Committee will now become a part of the Strategic Planning Committee. The Conference Committee will now be called the Special Events Committee to acknowledge the fact that we have other events (Part-Time Faculty Awareness Day and the PTFC Retreat) that will be handled by the committee.

**Research Committee** – No report (Committee now folded into Strategic Planning Committee)

**Public Relations Committee** – Mary Migliaro reported that the committee is working on the last newsletter for the academic year that will be published in April. They are also working with the Special Events Committee on printed materials for the upcoming events.

**Strategic Planning** – Jason Rhodes shared the revised draft of the survey for all part-time faculty that will go out soon. After distributing the revised draft of questions, items were discussed by all PTFC representatives. He will follow up to make sure we have IRB approval before the survey is generated so the data from it can be used going forward. After a motion and second, PTFC representatives voted unanimously to distribute the survey once IRB approval is granted. Once the surveys are returned, the plan is to gather the data into a report to educate our community about the status of part-time faculty at KSU.

**Special Events Committee** – In Mandy McGrew's absence, Mary Migliaro reported that the committee is hard at work preparing for the part-time faculty retreat in March. Speakers have now been confirmed and the committee is working on securing food and beverages for attendees and preparing printed materials. It was also suggested that since the PTFC has no money, that representatives might assist by donating food and other items

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for the retreat. Representatives discussed this and were agreeable to helping out. Mandy will follow up with everyone on this going forward.

### **4. Old Business**

- A. Faculty Senate Consolidation Letter – Due to the absence of Ken White, the Faculty Senate Liaison to the PTFC, this item will be added to the agenda for the March meeting. It was briefly discussed that, as Ken suggested previously, the PTFC might want to consider some type of response or resolution for the Faculty Senate about the letter.
- B. KSU Part-Time Faculty Awareness Day (FAD) – Mary reported that we are still a “go” for the event but that Mother Nature may have other plans. If the university closes, the event will obviously be cancelled and rescheduled for a later date. Otherwise, it will go forward. Dr. Papp will be there to speak briefly at the kickoff followed by Yvonne providing background on the PTFC and issues PTF face. The reporter for the Atlanta Journal Constitution will be there as well. The PTFC then gave input for the information flier that is being finalized.
- C. PTFC Retreat – Refer to the Event Committee report information above.

### **5. New Business**

Ron Matson briefly discussed new developments for PTF coming this fall that will allow for some part-timers to become partially benefits eligible. This means that the partially benefits eligible part-time faculty could work up to 25 "standard work hours." They will continue to be paid at the part-time rate, just for the additional course(s). KSU cannot afford to put all part-timers into a partially-benefits eligible status.

There are several stipulations that go with this new policy/procedure. 1) Partially benefits eligible part-timers must be teaching classes with a minimum of 15 students in all classes (not averaged). 2) The first courses to which the partially benefits eligible faculty are assigned should be those courses added in response to demands/needs. Because this is still not yet finalized, more information about it will be sent out to PTFC representative prior to the March meeting and reviewed again at that time.

### **6. Announcements**

- A. PTF Awards Schedule
- B. New Faculty Fellow for Part-Time Faculty Support – Michele announced that CETL received 20 applications for the Faculty Fellow for Part-Time Faculty Support position. Mandy McGrew, PTFC representative, was chosen for the position and she will begin on July 1. He also announced that the deadline to apply for the Teaching Academy has been extended and encouraged PTF to apply for this opportunity that includes a \$750 stipend for those who complete the two-day training.

### **7. Other Matters Arising**

Yvonne announced that an anonymous donor has provided special gold “cause” pins in recognition of their work as founding council members. Those present received their pins and the other representatives will get their pins at the retreat.

### **8. Adjournment**

President Yvonne Wichman adjourned the meeting at 4:46 pm.

Mary Migliaro, Secretary

Approved without corrections by unanimous vote on March 30, 2015