

## **Part-Time Faculty Council**

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### **Meeting Minutes**

**March 23, 2016**

**1. Call to order**

President Yvonne Wichman called the meeting of the Part-Time Faculty Council to order at 3:35 PM.

**Members Present:**

Mara Mandradjieff	Chuck Jackson	Toby Mendelson	George Gannage
Barbara McNamara	Ann Rich	Kelly Luscre	Bryce McGowan
Lina Maxwell	David Gregory	Ginger Sinton	Yvonne Wichman
Ruti Padan	Beth Moulder	Tod Edgerton	Rebecca Simmons
Hilma Orman	David Cook	Mary Migliaro	Sara Crews

**Members Absent:**

Zamila Karimi	Nicholas Pappleacos	Dennis Loubiere (E)	Richard Garrett
Tracy Luttrell Bennett	Kathleen Brennan	Bryan Gillis	Christie Emerson
Al Slomovitz	Dennis Brown	Kelly Futch Pollack (E)	

**Advisors and Guests:**

Ron Matson, AVP of Faculty                      Mandy McGrew, CETL

**2. Approval of Meeting Minutes**

Meeting minutes from the February meeting were approved without corrections by a unanimous vote. They will be posted on the PTFC website with all other meeting minutes.

**3. Special Guest Speaker**

Michael Goodwin serves as the Assistant Director of Academic Integrity in the Department of Student Conduct and Academic Integrity (SCAI). The department is a division of Student Affairs and was created to administer and supervise the procedures surrounding alleged infractions of the KSU Student Code of Conduct and other University policies. His office handles all cases of academic integrity at KSU on both campuses. The most common cases of academic integrity are cheating and plagiarism. Last year there were approximately 400 reported cases handled, of which, most were first time offenses. There are likely many more cases that are not reported to his office. Michael also speaks to students about academic integrity when asked by professors. The SCAI website is comprehensive for both faculty and staff. There you can find the KSU Code of Conduct, FAQs, detailed information about what is and is not considered academic misconduct, as well as information about the various procedures designed to deal with the misconduct. Michael encourages every faculty member to reach out to him when they believe academic misconduct may have taken place. He serves as a resource for faculty and can best be reached by phone at 470-578-3403. The website is: [scai.kennesaw.edu](http://scai.kennesaw.edu).

**4. Committee Reports**

- A. Public Relations – Work on the final issue of the PTFC newsletter for the academic year is in progress. A call will go out shortly for any new, timely Notable News that faculty would like to have included in the last issue. It was requested that representatives seek news from their departments relevant to support for the part-time faculty showing support, appreciation, etc. for inclusion as well.

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- B.** Special Events – The rescheduled date for the PTFC Retreat is Saturday, October 8. The event will still be held at the KSU Center from 8:30 AM to Noon. Work is underway to reschedule guest speakers for workshops, entertainment, etc. to provide a wonderful experience for attendees. Complete details will be sent out in August.
- C.** Strategic Planning – The committee will secure information from the last PTF survey completed by CETL and begin meeting to explore goals and objectives for the upcoming academic year. It is anticipated that they will meet over the summer and have a complete report for the first meeting of the new academic year in August.
- D.** Bylaws – The committee met recently to begin the process of examining areas of the bylaws to be revised. Several of the areas include: the terms and term limits for representatives and officers, the number of part-time faculty in any department required to have an elected representative, and the terminology for the officer position of President-Elect. Their process will involve exploring the issues, recommending changes, and providing a draft to include those changes. PTFC representatives will be given the draft to look over the recommendations in August and provide feedback. The final revised draft will be voted on by the PTFC in advance of sending to on to the Faculty Senate for their approval and to others who much also approve the changes.

### **5. Discussion**

- A.** Faculty Senate Meeting News – A presentation from a recent meeting of the Faculty Senate was mentioned in an effort to learn more about it. Randy Shelton had presented information on the KSU Center, a facility proposed for faculty to be located between the KSU Center and the old BrandsMart. Ron Matson spoke briefly about it and that it is designed like a club of sorts and a place for faculty to meet and enjoy food, etc. It was also suggested that Randy be invited to the April meeting to provide the PTFC with more details. An invitation will be provided to him.
- B.** Responses from Debra Mahan with the Department of Parking and Transportation were relayed to representatives in response to questions asked at last month's meeting. Some questions are still being researched and Debra will be on the agenda for the April meeting to provide more details and new information as available.

### **6. New Business**

No new business at this time.

### **7. Announcements**

The final council meeting for the academic year will be on April 27, 2016 at 3:30 PM.

### **8. Other Matters Arising**

n/a

### **9. Adjournment**

President Yvonne Wichman adjourned the meeting at 4:50 PM.

Mary Migliaro, Secretary

Approved without corrections by unanimous vote 4-27-16