

# Kennesaw State University Part-Time Faculty Council

---

PTFC Meeting  
November 30, 2016

## Agenda\*

1. Call to order
2. Guest Speaker
  - A. Brad Smith—Payroll
  - B. Amy Phillips—HR
3. Committee Reports
  - A. Public Relations – No Report
  - B. Special Events – No Report
  - C. Strategic Planning – No Report
  - D. Bylaws Revision – No Report
4. New business
  - A. Potential questions for President Olens
5. Old Business
  - A. Changing officer elections to Spring
  - B. Tuition Assistance Program (TAP)
6. Announcements
  - A. Next PTFC Meeting: Wednesday, January 25, 2017 in Prillaman 2008
7. Other matters arising
8. Adjourn

\*All PTFC meetings are recorded. Audio recordings are used internally for the purpose of composing accurate meeting minutes only. Once meeting minutes are approved, recordings are erased.

Representatives are reminded to silence cell phones for the meeting.