

Part-Time Faculty Council

Meeting Minutes

January 25, 2017

1. Call to order

President Yvonne Wichman called the meeting of the Part-Time Faculty Council to order at 3:34 PM.

Members Present:

Chuck Jackson	Beth Moulder	Joanne Lee	Emily Hein
Diana Honey	Kathleen Brennan	Bryce McGowan	Sara Crews
Mary Migliaro	Ruti Padan	Becky Simmons	Yvonne Wichman
Mara Mandradjieff	Kelly Luscre	Joan Ledbetter	

Advisors and Guests:

Stephen Bartlett - Advisor
Ron Matson – AVP Faculty
Rosalind King – Staff Professional
Mandy McGrew – CETL

2. Approval of Meeting Minutes

The October meeting minutes previously approved by email vote are now posted on the PTFC website. Meeting minutes from the November meeting were approved without changes and will be posted on the PTFC website.

3. Special Guest Speakers

- ❖ Dessi Tzankova, Employee Wellness Coordinator and representative for the Fitness Center presented information on the Faculty Fitness center that is located directly behind the Cracker Barrel on Busbee Parkway. The Fitness Center is available to ALL faculty and spouses and is free to retired part-time faculty. The center offers a personal fitness orientation to teach you how to use the equipment and offers over 20 group fitness classes. Dessi discussed the many other impressive offerings for KSU faculty and complete details can be found in her presentation slides located on the PTFC website.
- ❖ Jennifer Clarkson and Dr. Ron Matson from Academic Affairs presented valuable information regarding new tables to be used for reporting hours through ADP. Two PDFs from Dr. Matson are posted on the PTFC website and show the new tables for calculating hours. Beginning in the summer 2017 semester, all part-time faculty time will be calculated using the same table. Dr. Matson stated "For Summer 2017, you can allow a part-time faculty to reach up to 19.25 hours (includes prep, office hours, meetings, non-instructional assignments, etc.). This is usually the equivalent to two (2) three-credit hour classes. However, they cannot become partially-benefits eligible for any reason over the summer."

4. Committee Reports

- A. Public Relations – A volunteer is being sought to take over the PTFC newsletter this spring.
- B. Special Events – There will be a special “Meet and Greet” with Ken Harmon hosting on March 13th. Invitations and specifics will be sent out in February. The event is open to all PTF at KSU.
- C. Strategic Planning – Due to time constraints, this will be placed on the February agenda.
- D. Bylaws Revision – No report this month

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5. Old Business

- A. The election of new Council representatives and officers will be held in the fall but the election of the President will take place in March or April. This is to allow time to prepare for the transition. Complete details and a slate of candidates will be sent to all representative prior to the date of the election.

6. New Business

- A. President Olens is scheduled to visit the Part-Time Faculty Council meeting on February 23rd at 3:30pm in Prillaman, room 2008. All part-time faculty at KSU are invited to attend this meeting (and all other meetings as they are open to anyone). Part-time faculty may send questions for President Olens to Yvonne Wichman at ywichman@kennesaw.edu. President Olens will not be taking questions from the floor but will address those questions received and presented by our Part-Time Faculty Council President, Yvonne Wichman. This is an opportunity for President Olens to hear questions and concerns directly from the part-time faculty.

7. Announcements

- The next meeting of the PTFC will be Wednesday, February 22 at 3:30 PM in Classroom 2008 of Prillaman Hall. Note the change of the meeting location. All meeting dates/locations for the spring semester can be found on the PTFC website at: ptfc.kennesaw.edu.

8. Other Matters Arising

n/a

9. Adjournment

President Yvonne Wichman adjourned the meeting at 4:45 PM.

Mary Migliaro, Secretary

Approved without corrections by unanimous vote on 2-22-17