

Part-Time Faculty Council

Meeting Minutes

February 5, 2014

I. Call to order

Yvonne Wichman called the meeting of the Part-Time Faculty Council to order at 3:30 on February 5, 2014

II. Roll call

The following representatives were present: Jan Rose, Marc Brotherton, Edward Delafuente, Natalie Berry, Ann Rich, Yvonne Wichman, Larry Byrnes, Ruti Padan, Jason Rhodes, Al Slomovitz, Bryce McGowan, Allen Robinson, Jane Roberts, Sandra R. Chandler (Karl Mattle), Valerie Waters, Kimberly Davis, Joanne Lee, Mary Migliaro, Sally Crews, Ken White, Tom Keene, and Stephen Bartlett

The following representatives were absent: David Gregory, Shari Clark, Chuck Chesbro, Lisa Leopard, Neely Gossett, and Stephen Braden

Guests: Keisha Hoerrner, Ron Matson, Maureen McCarthy, Mara Mandradjieff (Dance)

III. Approval of minutes from last meeting

After discussion, Ed Delafuente made a motion to accept the minutes of the January 8, 2014. The motion was seconded, and the minutes were approved. The minutes will be posted to the PTFC website.

IV. Foundations of Excellence

Dr. Keisha Hoerrner, Interim Dean of University College, reported on the work of the Foundations of Excellence program which is designed to acclimate students to the academic and social environments of the university. She distributed a brochure detailing the program. Because of the number of part-time faculty who work with first year students, Dr. Hoerrner invited part-time faculty to share information and serve on a dimension committee. The committees are collecting feedback and evidence of what is working for first year students and what is not working. When asked if a part-time faculty member could serve on a permanent basis, Dr. Hoerrner indicated that the committees are not permanent committees.

V. Research Committee Report

Prior to the meeting, Ed Delafuente sent out documents for the council to review. He reported on the pay scale used for part-time faculty at Kennesaw State University and provided a link (open.georgia.gov) to **Open Georgia** which posts the salaries for all state employees. After discussion, the council determined that the Research Committee would contact other state institutions by mail requesting detailed information about pay scale and criteria for pay increases. Ed will contact the VP of Academic Affairs and work through his office to make the formal inquiries. In response to a question about access to disaggregated data, Dr. Keene informed the group that the AAUP website provides access to salary information on sortable spreadsheet.

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VI. Course Loads/Pay Scale

With reference to documents sent out to the council earlier and information provided by the Research Committee, Dr. Ron Matson reviewed his work on workloads, part-time status, pay rates, and his proposal for teaching loads to the Board of Regents and Teacher Retirement Services. Part-time faculty members are limited to 19.6 hours per week by BOR, TRS, and federal regulations. Dr. Matson discussed several iterations of the workload factors (labs, supervision, class size, etc.) and eligibility for a pay raise after three years of service. Dr. Matson presented the numbers for the cost of a pay increase based on current numbers of part-time faculty and discussed fixed, dedicated lines that could or could not be used for raises. When asked if Dr. Papp's merit raises would be applicable to part-time faculty, Dr. Matson encouraged the council to partner with the Office of Academic Affairs and Ken White to address the issue.

VII. Parking Fee Proposal—Al Slomovitz (postponed due to time constraints until next meeting)

VIII. PR Committee Report—Allen Robinson (postponed due to time constraints until next meeting)

IX. Announcements—Yvonne Wichman

- a. AAUP will host a reception for part-time faculty March 27 at Jolley Lodge. Details will follow.
- b. Consolidation Committee Volunteers – Contact rstuart@kennesaw.edu if you want to serve.
- c. PTFC Bylaws were passed 1st reading of faculty senate, are being reviewed by departments, and will be up for a 2nd reading/vote at next Faculty Senate meeting.
- d. Honors/Awards – President Yvonne Wichman was appointed to serve on the consolidation committee for Honors and Awards Committee. The first meeting to be held 2/10 at 10:00 a.m.

X. Next Meeting

The next meeting of the PTFC will be on March 3, 2014. A new meeting place will be determined and announced via email.

XI. Adjournment

Yvonne Wichman adjourned the meeting at 4:55 pm.

Minutes submitted by: Joanne Lee on 2/12/14

Minutes approved by: PTFC on 3/5/14