

Part-Time Faculty Council

Meeting Minutes November 29, 2017

- I. Welcome – Dr. Joanne Lee called the Part-Time Faculty Council monthly meeting to order at 3:35PM on November 29, 2017 in room 1009 in the KSU Clendenin Building.
- II. Approval of the Minutes – The minutes from October 25, 2017 were adopted as posted.
- III. Quality Enhancement Plan - Dr. Amy Buddie, Director, Office of Undergraduate Research Professor and Professor in the Department of Psychology, shared the current status of the Quality Enhancement Plan. The plan will focus on helping faculty and students to create and participate in “Engaging in Transformative Learning at KSU.” To learn more about the plan, visit the website at <http://qep.kennesaw.edu/>. A copy of the PowerPoint presentation will be sent to all PTFC representatives.
- IV. President’s Report – Dr. Lee reported on the November Faculty Senate meeting which addressed the following items: new scheduling policy for classes, pilot of new syllabus format, the status of the elimination of e-tuition stipend, equity issues among faculty and staff, parking, Quality Enhancement Plan, and One USG. She encouraged all part-time faculty to stay current on discussions by logging in to the Faculty Senate website to read the minutes at <http://facultysenate.kennesaw.edu/meetings/faculty-senate.php>. Dr. Lee also reported that she voted on a faculty resolution to send a letter to Dr. Olens expressing concerns and requesting a forum on issues associate with shared governance, first amendment rights, and outside pressures on the university.

Dr. Lee also discussed the current status of the PTFC Charter, Bylaws, and Handbook. After a review of the documents with Dr. Ken White and Faculty Senate President Joya Carter-Hicks, she will work with Dr. Charles Jackson to align the documents and present a revised description for the university handbook as well as revised bylaws that align with the Charter and current operating procedures for the PTFC.

The PTFC has been invited to serve on the University Council.

The TAP/Professional Learning Committee will await feedback from President Olens on professional learning opportunities for part-time faculty.

- V. Work Session on Charter, Bylaws, and University Handbook – Representatives broke into three groups to compare the PTFC charter, bylaws and description in the university handbook and make recommendations on updates. Dr. Lee was able to provide an historical context for the charter and bylaws and a rationale for areas of conflict. PTFC Vice President Dr. Charles Jackson and Dr. Lee will take the representatives’ recommendations and prepare proposed revisions for the January meeting.
- VI. Next Steps
 - A. Communicate with colleagues by 12/15 and copy PTFC officers
 - B. Send a Highlight/Kudo about yourself or a colleague to Becky 12/15
 - C. Next Meeting Date 1/31
- VII. Announcements and Questions – A representation requested that PTFC find out why part-time faculty do not have the opportunity to evaluate KSU administrators as full-time faculty do. Dr. Lee will follow up on this and report back during the January meeting.

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Dr. Lee asked if the representatives would be interested in hearing from the KSU campus representative from American Association of University Professors (AAUP) at the next meeting. The group approved the invitation.

Dr. Amy Buddie requested to talk to the group in January about the research symposium. The group approved the request.

VIII. Dr. Joanne Lee adjourned the PTFC monthly meeting at 4:45PM.

Minutes submitted by Secretary: Rebecca Simmons

Approved: 1/31/2018

**Note: Meetings are recorded for accuracy.*

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