

Part-Time Faculty Council

Minutes April 10, 2019

- I. **Welcome** - Dr. Lee Joanne Lee opened meeting with at welcome and called to order at 3:40 P.
- II. **Approval of Minutes** - The minutes from the March 13, 2019 meeting were approved.
- III. **President's Update**
 - A. Following the March 13th meeting with Chairs and Directors Assembly, Dr. Reddish agreed to send out PTFC survey to the chairs and directors in an electronic format. Several iterations of the survey were developed with James Stinchcomb taking the lead and creating a Qualtrix version that was sent to department chairs and directors. As of the meeting seven responses had been received.
 - B. Subcommittee Meeting: The Task Force subcommittee met prior to the PTFC meeting at 2:30 p.m. to discuss the next steps for the Council task force. The committee decided to send the survey to the PTFC representatives and possibly to all part-time faculty. This item would be addressed by the PTFC representatives during the April meeting.
 - C. Faculty Senate Update - Wording for the Faculty Workload document was discussed and amended. Discussion at Senate included an option that would allow full and part-time faculty and staff an opportunity to earn supplemental income the College of Continuing Education. Dr. Lee will ask newly appointed Dean Tim Blumentritt to attend first meeting next year. She will provide the information needed for PTF to pursue Continuing Ed opportunities immediately.
 - D. **Presentation on Insurance** - Jennifer Duckworth was scheduled to speak to the PTFC on insurance options. She investigated options and Mass Mutual appeared to be a possibility for PTF benefits that are payable by PTF individually. She could not go forward unless KSU would be a partner in this, which doesn't appear to be a likely. While she was willing to come and offer life insurance, long-term disability insurance, Dr. Lee sated that we look primarily at health insurance. The council asked that extend an invitation for next fall to have a presentation by Mass Mutual on these other products. Representative NeCall Wilson proposed information be shared sooner rather than have another meeting.

James Stinchcomb suggested a webinar. A committee formed to pursue getting and distributing information via a webinar. James Stinchcomb, Diana Honey, Michael Perry, Chris Hall and Sam Peng will serve on the committee. The committee will look into the logistics of payment for insurance to determine if it could be the same as partial benefits deductions or joining the employee fitness center. Additionally, the committee would need to meet with the HR department to determine process, logistics of insurance benefits, and feasibility of proposed program. To reach all part-time faculty that do not have a representative attending meetings, the council will go through Jennifer Clarkson in Academic Affairs. A point was made that some people already get insurance through their retirement. Joanne stated that this could be additional/supplemental to what is currently available through TRS.

James Stinchcomb updated representatives on Anthem/BlueCross/BlueShield which is a USG provider for insurance. A large number of part-time faculty and KSU would have to partner for them to offer a policy they could offer. Without a large number, it may not be deemed feasible for Anthem or KSU to offer. A suggestion to get numbers from each department and other USG institutions was discussed and tabled until we know what we at KSU want to do. The committee on insurance will choose a chair and a recorder.

A survey about insurance will be sent out to PTF by end of semester.

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E. Orientation for Part-Time Faculty - Because of the vast disparity of formal induction and orientation programs at KSU, a representative proposed that PTFC do something in the fall, possibly as a breakout session during faculty orientation. Mandy McGrew does have a short breakout session with new part-time faculty; she suggested that a meet and greet event or table be available during orientation. A committee composed of Keira, Ginger, and Joanne will look at options.

F. Presentation at Faculty Senate - Joanne presented an overview of the work of the PTFC and to the Faculty Senate with an emphasis in the survey seeking clarification on roles and responsibilities of part-time faculty. She hopes to get permission to send it to senators for input.

G. Joanne is representing PTFC on the Shared Governance committee that will host campus wide event in the fall.

IV. Nominations and Election PTFC Officers – Chuck Jackson conducted the elections. Dr. Jackson asked about the requirement for a quorum since a majority of the Council was not present. Dr. Lee referenced the bylaws which established the requirement for a quota as a majority of the members present. He reviewed nominees and called for nominations from the floor. The slate of officers presented to the council was elected for the 2019-2021 term.:

President – Joanne Lee – No other nominations were made and were closed.

Vice President – James Stinchcomb was nominated but stated that he may not be teaching part-time in the fall because of the new policy regarding staff teaching. James withdrew his name. Michael Perry was nominated by Mandy McGrew.

Secretary – Diana was nominated but declined; Kiera Morrison was nominated and accepted.

Parliamentarian – Diana Honey was appointed

Dr. Lee suggested that the council look into having a liaison from the Staff Senate for the PTFC. That will be discussed in the fall. Charles Jackson thanked everyone who has worked with the council. He will be leaving as his four years are up, and a new representative for Music will be joining in the fall.

V. Committee Work Session – James Stinchcomb reviewed the Task Force committee's work on the survey. After discussion, representatives decided to hold back the survey from all part-time faculty to address some concerns about identification of participants and not being able to move on unless all sections have been responded to. Dr. Lee will contact representatives who left early to hold the survey and just take it themselves.

VI. Announcements and Questions

- SPACE Conference - Notification of presenters for SPACE conference is coming soon.
- NCUR April 11 through 13 at KSU needs volunteers.
- 2019-2020 Meeting Dates – Dates are pending calendar for Faculty Senate. Rooms will have to be scheduled soon for fall 2019. There is some question about connectivity to Marietta campus. There is a proposal to meet the same day as the faculty senate after their meeting. This would make our meetings on a Monday at 3:30. This decision may need to be made electronically by the new and current representatives.

The meeting was adjourned at 5:00 p.m.

Submitted by Diana Honey

4/9/2019

Approved

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Representatives and Guests Present April 10, 2019

Bagwell College of Education	Present
1. Educational Leadership	Joanne Lee
2. Elementary and Early Childhood Education	Karen Boyd
3. Inclusive Education	
4. Instructional Technology	
5. Secondary and Middle Grades Education	
Coles College of Business	
6. Accountancy	
7. Information Systems	Michael Perry
8. Economics, Finance and Quantitative Analysis	
9. Management and Entrepreneurship	
10. Marketing and Professional Sales	NeCall Wilson
College of Architecture and Construction Management	
11. Architecture	
12. Construction Management	Sam Peng
College of Computing and Software Engineering	
13. Computer Science	
14. Information Technology	Diana Raban
15. Software Engineering and Game Development	
College of Humanities and Social Sciences	
16. Communication and Media	Nicole Connelly
17. English	
18. Foreign Languages	
19. Geography and Anthropology	
20. Government and International Affairs	
21. History and Philosophy	Diana Honey
22. Interdisciplinary Studies	
23. Psychology	Hui Zhang
24. Sociology and Criminal Justice	
25. Technical Communication and Interactive Design	Ginger Sinton
College of Science and Mathematics	
26. Chemistry and Biochemistry	
27. Ecology, Evolution, and Organismal Biology	
28. Mathematics	Nelda Hadaway
29. Molecular and Cellular Biology	
30. Physics	
31. Statistics and Analytical Sciences	Melody Parkhurst
College of the Arts	
32. Art and Design	Chris Hall

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33. Dance	
34. Music	Charles Jackson
35. Theatre and Performance Studies	
Southern Polytechnic College of Engineering and Engineering Technology	
36. Civil and Construction Engineering	
37. Computer Engineering	
38. Electrical Engineering	Michael Lee
39. Engineering Technology	
40. Mechanical Engineering	
41. Mechatronics Engineering	
42. Systems and Industrial Engineering	
University College	
43. Culinary Sustainability and Hospitality	
44. Dual Enrollment Program	
45. First-Year and Transition Studies	
46. Leadership and Integrative Studies	Kiera Morrison
WellStar College of Health and Human Services	
47. Exercise Science and Sport Management	NA
48. Health Promotion and Physical Education	Tom Bell
49. Social Work and Human Services	James Stinchcomb
50. WellStar School of Nursing	
Ex-Officio and Guests	
51. Office of Provost	
52. CETL	Mandy McGrew
53. CHSS	
54. Immediate Past-President	