

# **Part-Time Faculty Council**

## **Minutes December 2, 2019**

- I. **Welcome** – Dr. Lee called to order 3:31 PM.
- II. **Approval of Minutes** – Included in emailed newsletter.
  - A. Kiera Morrison motioned to approve the minutes.
    1. Master List Update - Nicole Connelly is the representative for Communications and Media. Sharron Perry should be removed.
    2. Approved by Mohamed Arafar and seconded by Nicole Connelly. Everyone in favor and none opposed.
- III. **President's Update**
  - A. Faculty Senate meeting discussed inversion/conversion. Salary inversion occurs when new hires get paid more than long-term employees. Noted PT salaries will remain the same.
  - B. Jennifer Purcell was appointed as the Dean's Council Liaison.
  - C. Years of Service Award is handled by HR not Academic Affairs.
  - D. Part-time Teaching Award is under consideration.
  - E. According to the handbook those who vote for the promotion and tenure committee representatives are tenured faculty. Proposal is to have to have non-tenured faculty vote as well. Vote passed.
  - F. Dr. Lee will send link to review the minutes.
- IV. **Old Business**
  - A. Kathy Shields is our new remote representative. She is an Instructional Design instructor in Savannah.
  - B. Provost invitation extended and accepted for January 27<sup>th</sup>.
  - C. James Stinchcomb is now the Staff Senate Liaison.
  - D. No updates on insurance.
- V. **New Business**
  - A. Dr. Tim Blumentritt – Dean of College of Professional Education. Professional Education program is a certificate-based program. Focus is to help people advance in current career or gain necessary skills to advance in another in the fields of technology, healthcare, culinary, paralegal, and business and management. Students do not acquire specific certifications. The program provides the knowledge to take certification exams.
    1. The College of Professional Education hires about 200 people per year to teach courses. Employees are paid through Supplemental Pay. KSU employees must be approved by chair. Staff can teach without restrictions because Professional Education falls outside of KSU responsibilities.
    2. Employees are paid through KSU HR not Academic Affairs as staff assignments not faculty assignments. They are paid an hourly rate based on program budget and instructor qualifications. If interested, review programs on

website and complete application. Dr. Blumentritt will introduce Dr. Lee with the PR contact, Karen Smith.

- B. Research for PTF is limited. PT should partner with FTF. PT name cannot be first. To be compensated FTF must be primary.
- C. The Executive Committee will invite Amy for February meeting to discuss FT/PT research requirements/compensation.

**VI. Survey Results – James Stinchcomb**

- A. 143 participants, overwhelming “I Don’t Know” response
- B. Results should be kept confidential within the PT Faculty reps until James analyzes and compiles responses for report.
- C. The Executive Committee will send another request for open comments from PTF to add to survey results.

**VII. CETL Opportunities – Mandy McGrew (new title) Educational Specialist supports all faculty**

- A. Spring 2020 – There will be no SPACE conference.
- B. Teaching Academy will be held this spring.
  - 1. March 30-31, 8 AM – 5 PM, \$750 stipend
  - 2. Applications for 25 PT first time attendees only (competitive application process) will open the beginning of the year.
  - 3. Applicants must be approved by Chair and Dean.
  - 4. The Faculty Development Committee selects attendees. The sessions are based on the book How Learning Works, 7 Principles of Smart Teaching.

**VIII. Break-out Sessions – Survey Results**

- A. Policy and Compensation
  - 1. The overwhelming feedback is that there is no consistency of practices.
  - 2. Course assignments:
    - no standard of how or when courses are assigned
    - compensation is same regardless of class size
    - no set date for when D2L is open
- B. Shared Governance and Inclusion
  - 1. Overwhelming response from PT faculty is that they have been told not to attend meetings or complete surveys. PT feel they are not consulted or included at all. Some do not want to attend meetings because it is not compensated.
  - 2. How effective is the communication from Chair? PTF is told you do not have to attend, but do they interpret we do not want you to attend?
  - 3. Need to determine why. Is it because...?
    - a. Input is not needed
    - b. Will go over PT hours
    - c. Meeting is at an inconvenient time
    - d. No decision power
    - e. Not practical for department because of number of PT faculty
- C. Communication
  - 1. Some do not know department vision, goals, and objectives.

2. Some do not have access or know what professional development resources are available.
3. PT faculty wish to be paid to attend meetings. Chair advised PTF not to attend meetings. Some unable to attend because of lack of flexibility in schedule.
4. Students are more aware of department events than PTF.

Meeting concluded 4:53

Submitted 12.15.19

Kiera Morrison