

Part-Time Faculty Council

Minutes April 27, 2020

- I. **Welcome** – Dr. Lee called to order 3:32 PM.
- II. **Approval of Minutes** – Michael Perry motioned review of Dr. Lee’s notes can serve as the January minutes on Zoom meeting. James Stinchcombe seconded.
- III. **President’s Update**
 - A. Covid19 Transition
 1. Summer and Spring study abroad programs cancelled.
 2. Transitioned to fully online program March 16, 2020 via government announcement.
 3. Student refunds have been processed.
 4. KSU budget loss of 52 million is projected. KSU is in the planning stage to recap funds. Received 28 million from government, 14 million earmarked for students. Awaiting direction on how the remaining 14 million will be used.
 5. No information on the 20-21 budget or furloughs.
 6. Fall enrollment is underway. Currently, 8,000 KSU students have transferred to online learning.
 7. Expected online orientation sessions for students and faculty, which is a continuation of what is currently available.
 8. 1 out of 6 high school students surveyed said they will probably take a gap year, resulting in potential smaller population of students enrolling Fall 2020. However, admission standards have been reduced as ACT and SAT are not being administered. KSU will still have a set of standards, but they are more flexible regarding admission. Faculty should be aware of more student preparation for incoming freshman.
 - B. Returning to Campus
 1. Decision will be made by Board of Regents, Gov. Kemp, and other high-level executives.
 2. Dr. Whitten is in communication with faculty as updates are made. Dr. Schwaig mentioned general education curriculum is on hold.
 3. Last day for students to request W was April 27, 2020.
 4. Per Dr. Matson, if a student withdraws, he/she will receive a W not WF.
 5. Per Michael Perry, the W will not count against the number of W’s a student can request for that course before it is a WF. Confirmed by Dr. Matson.
 6. Faculty cannot automatically assign a W to students that have not taken the final or missed assignments resulting in an F. The W must be assigned by the Registrar.
 7. Faculty should enter the last date of activity, log-in, attendance, etc. for students last date of attendance.
 8. Policy for requesting I for Incomplete is a bit more stringent. Students will need to speak to department.
 - C. Dr. Matson Update
 1. Centers and Institutes – developing new processes and procedures for creating and reviewing centers and institutes to make sure they are viable.
 2. Summer Sessions - starting summer 2021, there will be two, 4 and 8-week sessions. The 6 and 10-week will be restricted.
 - D. Faculty awards announced April 28, 2020.
 - E. Per Dr. Lee, information typically discussed in Townhall Meeting can be found via KSU Updates and paper.

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F. Dr. Lee requested Staff liaison for Part-time Faculty Council be included on executive board.

IV. **Old Business**

- A. Dr. Lee, Michael Perry, and Kiera Morrison met with Dr. Schwaig on February 24, 2020 to share the goals of PTFC. Talking points reviewed provided in Zoom for PTFC.
- B. As a result of Dr. Schwaig's inquiry into the purpose of the PTFC, Dr. Lee is now including on all PTFC correspondence.
- C. PTFC members feel an increase in communication across the board with students and from department and are being included more in decisions since the transition.
- D. The position of PTFC Secretary is open. Yen Rodriquez has agreed to serve in this position.

V. **New Business**

- A. Tim Hedeem, Professor of Conflict Management and University Ombudsman at KSU. Professional Organizations talked about professional organizations that support faculty.
 1. AAUP – American Association of University Professors. KSU chapter is largest in Georgia. Focus is academic freedom (universities commitment to faculty to address unpopular issues) and shared governance (appropriate consultation and involvement of faculty in administration decisions). It also creates faculty council structures. Membership fees based on status. Petitioning for the PTFC Liaison to join AAUP and bring information back to council.
 2. UCW – United Campus Workers of GA. Part of CWA (Communication Workers of America) to organize and help college campus employees to speak with one voice. Membership fees scaled. Visit ucwga.com for more information. tkheeden@gmail.com, tkheeden@yahoo.com
- B. Parking Refunds – Information sent via email from KSU Campus Services, faculty can return parking permits to end parking deduction for future, but there are no refunds for previous months.
 1. Log in to parkingportal.kennesaw.edu using your NetID and password.
 2. Select “View Your Permits”
 3. Select your permit to return
 4. Click the “Return Permit” box
- C. Professional Learning Opportunities – Non-KSU
 1. MS Training Partner PowerUpEDU (powerupedu.com)
 - Connect Using MS Teams Using 365
 - Keeping Students Engaged
 - Accessibility Special Education Online Learning
 2. Mandy McGrew – KSU Online Training
 - Digital Learning Innovations – Online Course Development: two-week workshop, no cost, requires registration (May 18-29).
- D. Cyber Security Training – Deadline was May 1, 2020
- E. Representatives 2020/2021 – Please advise if you are returning. If not, please recommend a replacement. Also, indicate if you are interested in being an officer.

VI. **Time-Card Updates** – Missed timesheets, contact payroll.

VII. **Meeting Dates and Locations** – PTFC meeting will be held same day as Faculty Senate (12:30-2:00) monthly Monday meetings. PTFC members agree day is convenient. Time and location TBD.

Meeting concluded at 4:53

Submitted by Kiera Morrison