



# Part-Time Faculty Council News and Notes

Volume 6, Issue 1

**PTFC Meetings**  
**3:30 - 4:45**

**Fall Semester**  
**KSU Center 300**

**09-09-2019**

**10-07-2019**

 **11-04-2019**

**12-02-2019**

**Spring Semester**  
**Marietta Ballroom**  
**A/B**

**01-27-2020**

**02-24-2020**

**03-23-2020**

**04-27-2020**



## *From the President : Find Your OWL Wings*



Image by pixabay.com/

Through its charter and bylaws, the Part-Time Faculty Council (PTFC) is the voice of part-time faculty. Currently, the PTFC has twenty-nine confirmed representatives. Through the work of past and current leadership in the Faculty Senate and the PTFC Executive Committee, the PTFC has been given its wings. Now, it is time to set the course and develop a flight plan.

PTFC representatives have determined that the primary need at Kennesaw State University is for the institution to create and support a collegial, professional relationship with part-time faculty. Meeting this need would enable part-time faculty to support the purpose and mission of the university, college, and departments they serve and to provide state-of-the-art, quality instruction to all students.

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In a January, 2019 meeting with President Whitten and Dr. Matson, I presented the PTFC’s request for a Task Force “to examine transparency and consistency regarding the role, assignment, compensation, and support of part-time and temporary faculty and to make recommendations to create, enhance or amend procedures and policies that support part-time and temporary faculty as professionals who contribute to the mission and goals of Kennesaw State University and serve students’ needs.” President Whitten agreed that PTFC could work on this with the support of Dr. Matson. The task was delegated to the Council and work began.

The PTFC meetings during Spring semester 2019 were used to identify and actively seek solutions for on-going concerns and challenges that are common to national and international part-time faculty. A survey was developed by the Council, and I shared it with the Chairs and Directors Assembly. The survey was piloted in the spring with little success. Since that initial step, the survey has been refined and is ready to be sent to chairs and directors and all part-time faculty members with a request to respond by November 1, 2019. The success of this survey depends on each representative actively communicating with part-time faculty within the department.

***Remember, without the “C” for communication, Faculty becomes Faulty.***

The results of our survey will guide the Council as it charts a course and develops a flight plan. We will learn from Daedalus and Icarus, and we will use the collective momentum of the PTFC to lift our wings and soar. PTFC is full steam ahead, and I am calling on representatives to raise the level of engagement to keep the steam rolling.

I am excited and ready to get on track for another successful year! Our next meeting is on November 4 in Room 1714 at the KSU Center from 3:30-4:45. All are welcome to attend.

*Joanne Lee, President*

<http://ptfc.kennesaw.edu/documents/charter.php>

# Part-Time Faculty Council

## Minutes September 9, 2019

**I. Welcome** – Professor Michael Perry opened meeting with a welcome and called to order at 3:35 p.m.

### **II. Vice President's Update**

Walked through website updates on site:

**Representatives:** where to locate board members and department reps for 2019-2020 and advised department representatives have been updated or changed based on most recent list but could require additional revisions.

**Documents:** charter is the same, bylaws updated.

**Schedules and Minutes:** Next meeting, October 7, 2019. Meetings will be held in Room 300 for Fall but switch along with Faculty Senate to the Marietta Ballroom for Spring 2020.

**Newsletter:** advised hardcopies are available on back table with sign-in sheet.

Requested representative record attendance and verify information is correct or update.

**Resources:** various links on website (i.e. CETL)

### **Faculty Senate**

#### **Agenda**

Approval of April minutes are posted on the website, but we do have an addendum to April minutes to include the information and discussion regarding quorum. Motion made by Diane Honey and seconded by Kiera Morrison.

Vote taken to adopt April minutes with the addition of the quorum information.

Further explanation requested from Nelda Hadaway. Michael explained Roberts Rule of Order states one thing but our bylaws which supersede Roberts Rules says a quorum is based on the majority of people at a meeting not the list of representatives who are members.

Question raised because during the elections there was a nomination from the floor for Vice President, Mandy McGrew nominated Michael Perry, Michael accepted, then everyone voted.

Nelda Hadaway: a quorum is simply majority of the members present. Michael Perry: exactly according to our bylaws which supersede Roberts Rules of Order for us because that is the way it is stated. Any other questions?

Move to vote minutes be adopted with the addendum. Motion requested, made, and seconded to adopt minutes. Voted with a show of hands.

Minutes adopted with addition.

In Joanne's absence other agenda items moved to October.

Website Review:

Schedules and Meeting (where future meetings are listed)

Newsletter: Payroll/pay period schedule review. Tip provided by Diana Honey: Time input allowed one month ahead.

**CETL:** Mandy McGrew, no SPACE in 2020. Operated at a loss and numbers were declining. Given three years to get program going. Hit a peak at 120 people but decline thereafter. Presenter number remained the same but more and more people outside of KSU. More interested in supporting KSU PTF. Therefore, it was agreed Mandy's time can be spent doing more for the KSU PTF. Discussions on bringing back on a less frequent basis (every other year) or hosting at other institutions within USG.

**Question:** Have you had any discussions with other schools to gauge interest in picking up the charter and hosting?

**Mandy:** Reached out to others and composed an advisory board of people around the country known through professional organization affiliation attending every year (i.e. Mary Beth Brophy, New Jersey). To date no interest or eagerness from others. Difficult to locate a host because the conference is costly.

**Teaching Academy** – confirmed for PTF over Spring Break (25 people). Call will go out in December.

**Available** – Workshops, webinars, one-on-one consultations, classroom observations, and student-focused groups.

### **Vice President's Update Part 2**

Presentations are settled but the Research on Teaching and Learning conference is coming up in October. He will be doing a poster session.

**Place on October Agenda** – Recognition for years of service for PTF. No financial compensation.

### **IV. Professional Training**

Professional training will be implemented into PTFC Meetings going forward. If there are any suggestions, questions or interests, please notify Michael via email to address those needs.

Evan Atkin UITS – conducted first training on setting up and sending group emails. Michael directed attendees where to find board email addresses (for practice) and email body on PTFC website. Nelda Hadaway asked if board members should be included on email exchanges to PT department members Will include board, can request removal if desired. Michael Perry asked the floor if they had questions.

Evan reviewed training resources on UITS website. Select “training” section to view list of available sessions for faculty, staff, and students.

First Friday's (Kennesaw 9AM-4PM) and Third Thursday's (Marietta 1PM- 4PM) walk-in sessions (no appointment) to work with a trainer in Pilcher Building Rm 106. Also offer hands on 45-minute workshops (D2L, Qualtrics, Photoshop, etc.)

Owl Train - Review host of resources

Kiera Morrison: Where is the new link for the D2L manual? Evan Atkins: It changes frequently and was probably not updated.

Diana Honey: Has the Chrome Book interface been updated for students to take exams? Evan Atkin: Not to my knowledge, it is an issue with the Chrome Book.

Diana Honey: Chrome Book also does not respond to Respondus.

Michael Perry: What other training would the members like from Evan?

### **Vice President's Update Part 3**

We will work on getting LISTSERV to email as a group. Board will email members, and members will email department.

Joanne will cover AAUP.

We will need committee members and groups to uncover ways to help PTFC. Visibility, inclusion, getting the word out. Communicate with colleges by Sept 23<sup>rd</sup>.

Send recognition emails to Joanne for newsletter entry.

Next meeting on October 7<sup>th</sup> but send ideas by Sept 23<sup>rd</sup>.

Kiera Morrison ask members to introduce themselves.

Michelle – Psychology

Kiera Morrison – Leadership and Integrative Studies

Diana Honey – History and Philosophy

Ron Matson – Senior Associate VP for Academic Affairs

Tom Bell - Health and Physical Education

Mandy McGrew – CETL

Nelda Hadaway Mathematics

Sam Peng – Construction and Management

Bruce Flowers – Humanities and Social Sciences

Michael Perry – Information Systems

The meeting was adjourned at 5:00 p.m.  
Submitted by Kiera Morrison 9/20/2019  
Minutes approved on 10/7/2019



## Part-Time Faculty Payroll Schedule – Part Time/Adjunct Faculty

Payroll Period	SPARs Due to Payroll by 5:00 pm	OneUSG Time Entry & Approvals Due by COB	Paycheck Issue Date
Jan 2019	Jan 18, 2019	Jan 18, 2019	Jan 31, 2019
Feb 2019	Feb 18, 2019	Feb 18, 2019	Feb 28, 2019
Mar 2019	Mar 18, 2019	Mar 18, 2019	Mar 29, 2019
Apr 2019	Apr 19, 2019	Apr 19, 2019	Apr 30, 2019
May 2019	May 21, 2019	May 21, 2019	May 31, 2019
June 2019	<a href="#"><u>See Summer Faculty Payroll Schedule.</u></a>		
July 2019			
Aug 2019	Aug 19, 2019	Aug 19, 2019	Aug 30, 2019
Sep 2019	Sep 16, 2019	Sep 16, 2019	Sep 30, 2019
Oct 2019	Oct 22, 2019	Oct 22, 2019	Oct 31, 2019
Nov 2019	Nov 19, 2019	Nov 19, 2019	Nov 29, 2019
Dec 2019	Dec 16, 2019	Dec 16, 2019	Dec 31, 2019

## *PTFC Meeting Place*

**KSU CENTER**

**ROOM 174**

**3:30–4:45**



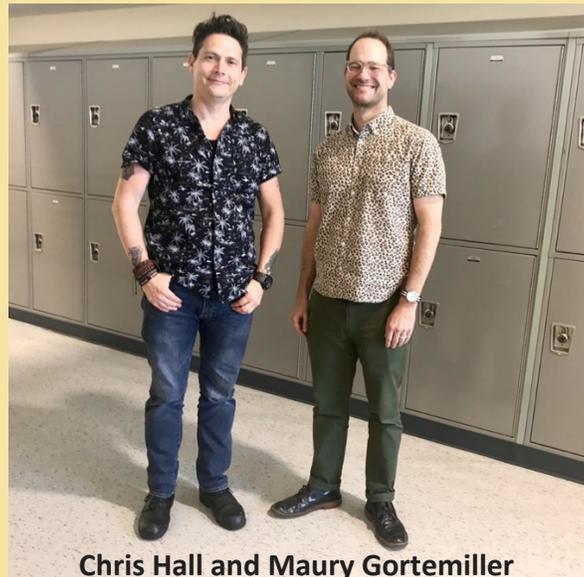
# PTFC Representatives

Academic Home	Representative	Email
<b>Bagwell College of Education</b>		
Educational Leadership	Joanne Lee	<a href="mailto:jlee102@kennesaw.edu">jlee102@kennesaw.edu</a>
Elementary and Early Childhood Education	Karen Boyd	<a href="mailto:kboyd42@kennesaw.edu">kboyd42@kennesaw.edu</a>
Secondary and Middle Grades Education	Joanne Lee	<a href="mailto:jlee102@kennesaw.edu">jlee102@kennesaw.edu</a>
<b>Coles College of Business</b>		
Accountancy	Ken Altom	<a href="mailto:kaltom@kennesaw.edu">kaltom@kennesaw.edu</a>
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Construction Management	Samuel Peng	<a href="mailto:speng@kennesaw.edu">speng@kennesaw.edu</a>
<b>College of Computing and Software Engineering</b>		
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<b>College of Humanities and Social Sciences</b>		
Communication and Media	Sharon Perry	<a href="mailto:@kennesaw.edu">@kennesaw.edu</a>
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Government and International Affairs	Bruce Flower	<a href="mailto:@kennesaw.edu">@kennesaw.edu</a>
History and Philosophy	Diana Honey	<a href="mailto:dhoney@kennesaw.edu">dhoney@kennesaw.edu</a>
Interdisciplinary Studies	Yen Rodriguez	<a href="mailto:yrodrig@kennesaw.edu">yrodrig@kennesaw.edu</a>
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<b>University College</b>		
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Leadership and Integrative Studies	Kiera Morrison	<a href="mailto:kmorr149@kennesaw.edu">kmorr149@kennesaw.edu</a>
<b>WellStar College of Health and Human Services</b>		
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Social Work and Human Services	James Stinchcomb	<a href="mailto:jstinch2@kennesaw.edu">jstinch2@kennesaw.edu</a>

## PTFC Officers

Dr. Joanne Lee	President	<a href="mailto:jlee102@kennesaw.edu">jlee102@kennesaw.edu</a>
Michael Perry	Vice President	<a href="mailto:mperry@kennesaw.edu">mperry@kennesaw.edu</a>
Kiera Morrison	Secretary	<a href="mailto:kmorr149@kennesaw.edu">kmorr149@kennesaw.edu</a>
Diana Honey	Parliamentarian	<a href="mailto:dhoney@kennesaw.edu">dhoney@kennesaw.edu</a>
Yvonne Wichman	Immediate Past President	<a href="mailto:ywichman@kennesaw.edu">ywichman@kennesaw.edu</a>

# Part-Time Faculty Spotlight



Chris Hall and Maury Gortemiller

## **Marty Gortemiller, College of Art and Design**

Maury Gortemiller published his first photography book, "Do the Priest in Different Voices." The images depict familiar scenes from an unfamiliar viewpoint. The series blends the icons of Christian epiphany and mysticism with mundane objects from everyday experience, changing the backdrops of two-thousand-year-old stories to this century in a distinctly American setting.

## **Marc Brotherton, College of Art and Design**

Part-Time professor, Marc Brotherton, was included in an art exhibition *Somebody Told Me You People Were Crazy* at the Hathaway Gallery on the West Side of Atlanta.

## **Chris Hall, College of Art and Design**

Chris Hall was awarded the College of the Arts Outstanding Part-Time Teaching Award.

## **Michael Perry, PTFC Vice President, Coles College of Business, Information Systems**



Michael Perry was awarded the Part-Time Faculty of the Year award for the Coles College of Business this year. Michael began teaching technical communication at Southern Polytechnic State in 1999 before being hired to teach Business Information Systems at Kennesaw State. He continues to teach and innovate in the information systems courses that he teaches at KSU.

Michael began teaching as a part-time faculty member at West Georgia and North Metro Tech prior to joining the faculty at KSU. During this time he was also teaching full time in middle school and high school. He has been recognized several times in his career for award winning teaching including Phi Delta Kappa Innovative Teacher of the Year and Atlanta Journal Constitution Honor Teacher of the Year. He held officer positions in the Georgia Business Education Association and was their Georgia High School Business Teacher of the Year and later as their Georgia Business College Teacher of the Year.

Michael is married to Kim and their family consists of two sons and four grandchildren. His hobbies include photograph, technology and travel. He loves to see the world from the deck of a ship with Kim and their youngest son, Sheridan. He and Sheridan also enjoy attending plays and musicals in the West End in London.