

Part-Time Faculty Council

Minutes
August 31, 2020

I. Welcome

Dr. Joanne Lee called meeting to order at 3:35

II. Approval of Minutes

- A. Motion to approve minutes: Yvonne Wichman
- B. Seconded by: Michael Perry
- C. Minutes approved as published

III. Introduction of Representatives

Mandy McGrew: CETL, Yvonne Wichman: English, Joanne Lee: Educational Leadership, Michael Perry: Information Systems, Faith Gilbert: Leadership, Kimberly Watkins: Psychology, David Nazari: Mathematics, Jennifer Combs: Criminal Justice, Jerry Mamo: Computer Science, Ben Setzer: Computer Science, Stitchcomb: Human Services/RRPG, Dianna H: History and Philosophy, Vijay Goyal: Mechanical Engineering, Sam Peng: Construction Management, Yen Rodriguez: Interdisciplinary Studies, Ron Matson: Academic Affairs, Sailaja Goli: Information Technology, Pearl Young: History and Philosophy, Ginger Sinton: Technical Communication, Barry Blount: Mechanical Engineering/Technology, Ronna Woodruff: Accountancy/Coles College, Walt Justice: Instructional Tech/Bagwell College, Ahmed Alsharif: Industrial Engineering, Constance (Connie) Briggs: English

IV. Dr. Ron Matson update

- A. Ron Matson is scheduled to retire in January 2021
- B. Class caps apply to both PT and FT faculty and varies across the board depending on discipline and department needs

V. Overview of Part-Time Faculty Council

- A. Open position for department representatives
- B. Roles and Responsibilities
 - Advocate for PT faculty in respective departments
 - Able to make the monthly 3:30 meeting schedule
 - Following each meeting, representatives will receive PowerPoints and minutes to share with their respective departments
- C. Joanne is working on representatives receiving stipends for serving as PTFC representatives
- D. Joanne will send out list of reps broken down by college/department
- E. Joanne will send out a link to movie premier about part time faculty

VI. Meeting Format and Schedule

- A. Monday's at 3:30pm
- B. Survey will go out for revisiting scheduled meeting time

VII. President's Update

- A. Know who your faculty senator is

Part-Time Faculty Council

- B. Parking – Faculty teaching 100% online can suspend parking through Owl Express

VIII. Old Business

Tabled old business and put on next agenda

IX. New Business

- A. AAUP will speak at next meeting
- B. Training for Representatives
- C. Tabled for next month

X. Next Steps

- A. Collect list of PT Faculty in each department
- B. Confirm that list and determine if they are teaching f2f, hybrid, or 100% online
- C. CETL update: Mandy McGrew
- D. Teacher Academy Workshop in April
- E. Scholarly Teaching Workshops: Calendar available on CETL website

XI. Announcements and Questions

- A. Anyone can request a sandbox course from UITS. Tutorial - <https://chss.kennesaw.edu/ode/tutorials/RequestingShell.pdf>
- B. Joanne will inquire about how an Intellectual Property Committee will affect the intellectual property of PT Faculty as related to:
 - PT Faculty member for whom KSU is not the primary employer
 - PT Faculty member working on a research project while not using KSU time or resources

Minutes submitted by Yen Rodriguez 9/15/20

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