

Part-Time Faculty Council

<http://ptfc.kennesaw.edu>

Meeting Minutes – March 27, 2023

I. Welcome

President James Stinchcomb provided a brief welcome to all attendees and called the meeting to order at 3:30 PM. James also reminded attendees of the revised communication rules for the meeting due to a technical modification for the meeting.

II. Review of Minutes - President

Meeting minutes for February were brought to the council for approval by PTFC President, James Stinchcomb.

For the February meeting minutes, James Stinchcomb solicited changes, revisions, and/or additions for these minutes. None were given by the attendees. From that, James requested a motion to approve the minutes as presented. Yvonne Wichman made a motion to approve. Kent Bailey seconded the motion to approve. The motion carried unanimously, and the February minutes were entered into the permanent record as presented.

III. President's Update

James Stinchcomb provided an update from Faculty Senate. Multiple motions were presented at today's meeting.

- Motion to table the approval and feedback on evaluations was made and passed. This issue will be addressed at the April faculty senate meeting.
- James recognized Yvonne and their work in getting our (PTFC) promotion proposal back to Faculty Senate. This proposal will go to the Faculty Senate Executive Committee in April and presented to all Faculty Senate at their April meeting.
- PTFC is also requesting to update our bylaws to better align with Faculty Senate bylaws.
- PTFC is requesting that the PTFC President be a member of the Faculty Senate Executive Committee.
- Faculty Senate did discuss changes to the promotion and tenure process with additional discussion related to graduate status.

1. If you currently teach graduate courses, you are still approved so long as your chair has approved your application.

- There was also a discussion around P & T for lecturers.
- James brought up review for PT faculty. There was no response from Faculty Senate but may be something we as a PTFC may want to address in the future.
- President Schwag provided a general university update focused on the strategic plan for the university.
- See the information and meeting minutes on the Faculty Senate webpage for more information.

James also announced that they will not be able to serve as PTFC President in their second term. The PTFC will need to consider this and how we move forward in selecting a new president.

IV. New Business

James Stinchcomb reminded everyone of required institutional trainings and to check OwlTrain for any required trainings that they might have. OwlTrain is located at <https://ksu.percipio.com>

No committee updates at this time. Yvonne Wichman did mention that updates to parking would be announced closer to the end of spring/start of summer semester.

James mentioned their desire to begin offering at least one face-to-face PTF meeting each semester that includes a virtual component.

James solicited feedback from the attendees related to holding patterns and lack of information provided to attendees related to teaching assignments for SU23 and/or FA23.

V. **Announcement & Questions**

- James Stinchcomb provided an update on behalf of CETL and Mandy McGrew. Mandy has requested that ideas for next year be sent to her via email.
- If you have teaching needs or are in need of teaching resources, please reach out to Mandy.
- Be sure to record and submit your hours for April pay period.
- James Stinchcomb reminded all attendees to visit the PTFC website for future meeting dates as well as links to past agendas and meeting minutes.
 - Our next meeting is April 17, 2023 at 3:30 PM

VI. **Adjournment**

James Stinchcomb requested a motion to adjourn at 3:47 PM. Kimberly Watkins made the motion to adjourn.

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Diana Honey	Vice President	dhoney@kennesaw.edu
Walt Justice	Secretary	jjusti15@kennesaw.edu
Michael Perry	Immediate Past President	mperry@kennesaw.edu
Christopher Thompson	Parliamentarian	cthom538@kennesaw.edu
Yvonne Wichman	Representative-at-Large	ywichman@kennesaw.edu