

Part-time Faculty Council Meeting Minutes

Date: October 27, 2025

Time: 3:00 p.m. – 4:19 p.m. (via Microsoft Teams)

Officers Present: Christopher Thompson, President; Jenevieve Goss, Vice President and Parliamentarian; Yvonne Wichman, Interim Secretary / Immediate Past President; Russell Spears, Chair, Policy and Governance Committee

Attendees: Shanika Perry, Kristy Ventre, Omar Rawdah, Tammy Everhart, Gary Carrico, Mandy McGrew, Shahram Nazari, Nicole Hoffman-Miller, Morgan Paskins, Tamara Price, Yvonne Single, Carlos Perez, Melony Parkhurst, Ginger Sinton, Jeannie Newton-Riner, and additional part-time faculty representatives.

1. Call to Order / Welcome

- The meeting was called to order by President Christopher Thompson at 3:06 p.m.
- Vice President Jenevieve Goss reviewed parliamentary procedures, reminding members to state their full names when making or seconding motions and to use the “raise hand” feature for recognition. Attendance was recorded via the Teams chat.

2. Approval of September Minutes

- A motion to approve the September 2025 meeting minutes was made by Ginger Sinton and seconded by Kristy Ventre.
- The motion carried unanimously. Minutes have been posted to the PTFC website.

3. Guest Presentation: Dr. Cara Ray, Associate Vice President for Student Affairs

Summary: Dr. Ray discussed Student Affairs' role in supporting student growth, belonging, and well-being across both campuses. She shared strategies for helping students manage end-of-semester stress and described campus programs that build engagement and resilience.

Key Highlights:

- Student Engagement Initiatives: *Weeks of Welcome*, *Scrappy Bucket List*, *Flight Program* (class-year identity model), *Scrappy Hour*, and *KSU Day of Service*.
- Well-Being and Mental Health: 24-hour counseling helpline, drop-in counseling, *You Matter Campaign*, and the *Center for Young Adult Addiction and Recovery*.
- Crisis and Student Support: Faculty can refer students to the Behavioral Response Team (BRT) or file a Red Flag Report for crisis or concern referrals.
- Food and Housing Insecurity: Campus pantries remain active, especially during Hunger and Homelessness Awareness Month (November).

Discussion:

- Yvonne Wichman proposed organizing a Part-Time Faculty Food Drive before Thanksgiving to support students remaining on campus. Dr. Ray recommended coordinating with Lauren Paget, CARE Services' Executive Director.
- Mandy McGrew shared a success story of a student who received emergency housing and food assistance through CARE Services.
- Tammy Everhart announced the Taste of Kennesaw community food drive partnership among local high schools.
- President Christopher Thompson thanked Dr. Ray and her team for their continued collaboration and care for students.

4. Vice President Update – Jenevieve Goss

- Goss provided a summary of the recent meeting with Provost Ivan Pulinkala, attended by Christopher Thompson, Yvonne Wichman, and Jonathan Long (Vital faculty at large).

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Discussion Points:

- Part-time pay equity and transparency.
- Clarification of student medical accommodations and leave processes.
- Review of timecard and reporting procedures.
- Implementation of the Simple Syllabus and CV posting (limited to brief biographical and directory information).
- Inclusion of part-time faculty representation in departmental bylaws.
- Provost Pulinkala shared that 300 new full-time faculty lines are being created across the university and expressed appreciation for PTFC advocacy.

5. CETL and Teaching Development Updates

- **Speaker:** Dr. Misty (Center for Excellence in Teaching and Learning – CETL)
- **Announcements:**
 - Celebration of Teaching: November 11–13, 2025, featuring keynote speaker Dr. Laura Cruz.
 - Expanding the Nest Initiative: Faculty survey closing October 28, recognizing evidence-based teaching practices.
 - Teaching Academy for Part-Time Faculty: Upcoming opportunities for engagement, mentorship, and recognition.

Faculty were encouraged to attend CETL events and ensure their departments recognize part-time contributions to teaching excellence.

6. President's Report – Christopher Thompson

Faculty Senate Updates:

- AI Policy: Approved; implementation guidance forthcoming for course syllabi.
- Student Grievance Policy: Online submission portal under development; discussion tabled until finalized.
- Presidential Evaluation Survey: Members were reminded to complete the upcoming USG 360 review for President Kathy Schwaig.

Certificates of Appreciation: President Thompson announced that the Provost's Office and PTFC would distribute official certificates recognizing members for their service. Certificates will be mailed to departmental offices.

7. Policy and Governance Update – Russell Spears

- **No new policy updates at this time. Follow-up reports will be provided at the next meeting.**

8. Election to Fill Secretary Position

Summary: Russell Spears was elected Secretary of the Part-Time Faculty Council effective October 27, 2025. President Thompson thanked Yvonne for her continued management of the PTFC website and for her assistance to Russell during the transition.

- Nominee: Russell Spears

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- Motion: Jenevieve Goss
- Second: Yvonne Wichman
- Outcome: Unanimously approved.

9. Announcements and Future Events

- Career and Nonprofit Fairs: October 28–30, 2025, on both campuses.
- Radial College "Uncanny Creations" Food Sculpture Project: Opportunity for student volunteer hours or extra credit.
- USG Learning and Development Conference: April 16–17, 2026. President Thompson will present on PTFC's statewide advocacy model.
- Encouragement for Departmental Advocacy: Representatives were urged to discuss inclusion of part-time faculty in departmental bylaws and decision-making.

10. Adjournment

- Jenevieve Goss made a motion to adjourn
- Ginger Sinton seconded the motion
- The meeting adjourned at 4:19 p.m.

Minutes respectfully submitted by Yvonne Wichman. Revisions by Christopher Thompson.

Next Meeting Date: Monday, November 17, 2025, at 3:00 p.m. via Microsoft Teams
