
MEETING MINUTES SEPT. 4, 2020

10-11:30 a.m. via Zoom

Meeting called to order: 10:03 a.m.

In attendance: Lenaya Andersen, Gwen Clancy, Patricia Cullinan, Kurt Ehlers, Nancy Faires, Hugh Fraser, Marynia Giren-Navarro, Heather Haddox, Val Haskin, Karla Henricksen, Donna Kamen, John Kemp, Emily King, Edwin Lyngar (Chair), Shannon McCool, Herbert Melendez, Pat Miller, Elizabeth Morgan, Brandy Scarnati, Neil Siegel, Rossitza Todorova, Amanda Williams

Approval of Meeting Minutes

It was noted Patricia Cullinan and Kurt Ehlers were present at the May 1, 2020 Part Time Faculty Committee meeting, but were not listed on the minutes. *It was motioned and seconded by Shannon McCool and Nancy Faires respectively to approve the May 1, 2020 minutes as amended. The committee approved.*

Issues to Discuss

Committee Chair update – Edwin Lyngar: The Part-Time Senator election is open for nominations. Dr. Hilgersom and Jim New will attend the October meeting to update the committee on the part-time incentive program for AY 21-22.

PTF of the month – Edwin Lyngar: Please send nominations for the PTF of the Month. Awarding will be done via a Zoom call.

Growing PTF Interactions: Coffee and conversations, listserv, other ideas: A coffee chat invite will be coming. The PTF Listserv maintained by Brandy Scarnati's group may be used. The goals are to provide collegiality, community, and collaboration. It was suggested to have a focused topic.

Office hours, student interactions on campus for part timers: Phase 2 has minimal faculty, approval is needed from VPAA for access to the campus. It was suggested to use Zoom for a one-on-one meeting with students for safety's sake.

PTF Senators update - G. Clancy and E. Lyngar: Edwin asked the committee to please consider running and to definitely nominate and/or vote. Gwen Clancy also gave a positive review of her experience as senator and plans to run again.

Preparation incentive for part timers who lose classes at the last minute (an ongoing concern): An incentive, preparation wage, or cancellation fee has been suggested when a class has been cancelled after the set-up preparation has been made by the instructor. It was also noted budget funding is a challenge due to COVID impacts. The committee discussed reaching out to department coordinators to alleviate cancellations.

Stipends for part timers to do training, serve on committees, or attend meetings: Budget concerns were noted. The committee discussed workshops, seminars, trainings, and committee service having some sort of stipend.

Other concerns and suggestions from Part-Time Faculty: Edwin noted a concern shared with him is part-time faculty not being included or invited to department meetings. Suggestions to highlight part-time faculty were to create an expert directory as many part-time faculty also have extensive experience and work history in their disciplines and to have a spotlight article through marketing featuring a part-time faculty member.

Path to full time positions: The path to a full-time position is frustrating and opaque to part-time faculty wishing to obtain full-time status. The committee discussed mirroring other institution's procedures. After 4 years of teaching part-time faculty would receive an interview for a full-time position that may be open.

Human Resource interaction: Many part-time faculty noted interactions with HR has been a cold and impersonal experience. It was also suggested to have packet materials which part-time faculty fill out each year be simplified and possibly preserved in Workday to simplify the process each year. A policy change was suggested.

Email access for PTF not teaching / retired: Part-time faculty may retain their email access by notifying their department to have IT keep access.

Planning Council - Gwen Clancy and Heather Haddox: Please let Gwen Clancy or Edwin Lyngar know if you would like to sit on Planning Council.

Meeting adjourned: 11:31 a.m.