



MEETING MINUTES SEPT. 15, 2023

10-11 a.m. via Zoom

Meeting called to order: 10:00 a.m.

In attendance: Amber Anaya, Genesis Alvarez-Cortes, Gwen Clancy, Patricia Cullinan, Cara Dopf, Ana Douglass, Nancy Faires, John Hughes, Donna Kamen, John Kemp, Kerry Kuster, Jonathan Lam, Brianne Lee, Nathan Lower, Edwin Lyngar (Chair), Elizabeth Morgan, Alex Oliva, Gwen Raubolt, Jennifer Stevens, Matt van den Berg

Absent: Jessica Glasner, Jennifer Griffin, Heather Lupkey, Lori McDonald, Elizabeth Morgan, Jamie Sandoval, Josh Shinn, Gus Stuart, Monika Webb, Jeff Whitesides, Michelle Wright

Part-Time Committee Meeting Format, Feedback and Discussion

Chair Edwin Lyngar opened the meeting and welcomed all members. He took a quick poll to find out if the committee would like to continue in a hybrid format or only Zoom. The committee opted to continue meeting in a hybrid format.

Approval of the May 12, 2023 Meeting Minutes

Gwen Clancy moved and Nancy Faires Seconded to approve the May 12, 2023 Part-Time Faculty Committee Meeting Minutes. The committee approved the minutes.

Senator Updates – Cara and Gus

No updates were given.

Planning Council and Steering Committee Updates – Gwen Clancy

There is a second seat on the Planning Council for a Part-Time Faculty member. The Planning Council meets once a month from 9-11 a.m. on a Monday, which can be difficult to attend if you have morning classes.

The Steering Committee is a focus subgroup of the Part Time Faculty Committee. Issues they are discussing are: longevity, grant-in-aid, stipends for attending professional development workshops, recognition of Part-Time Faculty, compensation, and pathways to full time employment. Email Gwen Clancy or Edwin Lyngar if you are interested in attending the Steering Committee.

Unfinished Business and Round Table Discussion

Edwin let the committee know longevity pay shows in Workday, but the employee has to look for it.

Unfinished business from last year included a possible Professional Development Working Group, a designation for Part-Time Faculty such as "Part-Time Level 2", compensation for shared governance responsibilities (attending institutional meetings), recognizing long-term Part-Time Faculty, emeritus, professional development geared for Part-Time Faculty, lectureships, and hiring for full time positions from PTF.

The committee agreed to form an ad hoc committee to advance the Part-Time Faculty Level 2 initiative. Matt van den Berg and Brianna Lee volunteered for the committee. They will provide a report at October's meeting.

Other ideas mentioned were a webpage/directory for Part-Time Faculty.

Part-Time Faculty of the Month

Nominations will begin soon.

Meeting adjourned: 11:01 a.m.

Next Meeting: October 13, 2023