



Truckee Meadows Community College

Faculty Senate Part-Time Faculty Committee

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# MEETING MINUTES FEB. 9, 2024

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10-11 a.m. via Zoom/RDMT333

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

**In attendance:** Genesis Alvarez-Cortes, Gwen Clancy, Patricia Cullinan, John Hughes, Donna Kamen, John Kemp, Kerry Kuster, Brianne Lee, Nathan Lower, Gay Lutz, Edwin Lyngar (Chair), Aaron McClendon, Matt van den Berg,

**Absent:** Cara Dopf, Ana Douglass, Nancy Faires, Jessikah Kipf, Jonathan Lam, Lori McDonald, Alex Oliva, Josh Shinn, Jennifer Stevens, Chad Venters, Julian Vu

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## Professional Development Working Group & Retirement Benefits for PTF

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Donna Kamen provided some information about VOYA. Part-time employees receive a VOYA account where 7.5% of their pay is invested. This benefit began 15 years ago. Donna also provided contact information. VOYA's Service Center 855-467-3868, press 0 to be connected with a representative. The local VOYA contact is John Verducci 775-741-4436 [john.verducci@VOYA.com](mailto:john.verducci@VOYA.com).

Employees with earlier hire dates, 2009 or earlier, withdrawals have been grandfathered into Social Security; there is no account with VOYA. One employee rolled his VOYA into an IRA. Donna will continue to collect information and report back with more info.

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## Senator Updates

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No report was given.

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## Planning Council Update – Gwen and Bri

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Gwen reported on the status of the PTF Tier 1 and 2 project to the Planning Council. Gwen also reported who is included in the membership of the Planning Council. Bri noted there was not a lot of committee updates as it was the first meeting after break.

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## Part-Time Level 2 Update

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The Part-Time Level 2 document is ready to seek input from the departments. Edwin shared the document with the committee via screen share. He noted items of concern the VPAA mentioned: having part-time faculty engage student resources such as the Learning Commons/Tutoring Center, counseling, advising, and the Veterans Resource Center. The VPAA had also noted implementation and review of the program.

Edwin suggested to create a full-time coordinator position or secondary job for a tenure-track or tenured faculty member who could advise Part-Time Faculty on their paths and provide consistency.

Edwin will send the document to the department chairs for feedback.

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## Part-Time Faculty of the Month

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More awardings are being scheduled. Please attend if you can.

## New Business

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Gwen was asked to serve as a liaison in the Fulbright Scholar Program. She will report back when she learns more about the program.

Edwin suggested to have a part-time membership person to reach out to faculty and suggested a volunteer. A committee member noted that once the letter of part-time benefits and information is sent out the committee may get more members.

Edwin noted the HR Department and the VPAA are rewriting job openings for the part-time faculty with a more welcoming tone.

## Old Business

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The website for Part-Time Faculty is coming along. Edwin was able to review the draft pages.

Donna is investigating the incentive program, whether has it been updated, and if there are any changes. Edwin noted HR is running the program.

## Approval of the December 8, 2023 Minutes

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Matt van den Berg moved and Donna Kamen seconded the December 7, 2024 Part-Time Faculty Minutes. The committee approved the minutes.

**Meeting adjourned:** 11:00 a.m.

**Next Meeting:** March 15, 2024