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# MEETING MINUTES APR. 14, 2023

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10-11:30 a.m. via Zoom

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

**In attendance:** Jim Collier, Cara Dopf, Nancy Faires, John Kemp, Jonathan Lam, Nathan Lower, Edwin Lyngar (Chair), Elizabeth Morgan, Gwen Raubolt, Jamie Sandoval, Gus Stuart

**Absent:** Gwen Clancy, Patricia Cullinan, Kerry Kuster, Megan Lahti, Brianne Lee, Monika Webb

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## Approval of the February 10 and March 17, 2023 Meeting Minutes

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The committee approved the minutes.

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## Part-Time Faculty of the Month Awards

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The awards dinner is tonight at 5:30 p.m. in Vista 206.

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## Leadership Development Question

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The request for leadership development was noted at the last Senate meeting. Gus suggested a committee be created and solicit volunteers. It was also suggested to present in a hybrid modality to accommodate part-time faculty schedules. Edwin suggested to break into an ad hoc committee for this. Gwen Raubolt mentioned a new instructor onboarding will be scheduled in the Fall. This has taken the place of the Part-Time Faculty Open House. She also mentioned there is a part-time faculty Canvas course that could be updated. She offered to update the course over the Summer.

Gus summarized the ad hoc committee charge: The adhoc would work to improve existing processes or they would create a supplemental process for leadership development. Another suggestion received was to do a professional development workshop for part-time faculty.

Jamie Sandoval volunteered to lead the Professional Development Working Group.

Jamie Sandoval moved and Elizabeth Morgan seconded to form a Professional Development Working Group with Jamie leading the working group. The committee approved the motion.

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## Office Hours for Part-Time Faculty

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Edwin will meet with Dr. Alexander and provide an update for the committee. Edwin also asked the committee how they feel about office spaces for part-time faculty. Office spacing for Part-Time Faculty similar to the Dandini Campus would be nice to have at other campuses, areas to have Zoom meetings, and compensation for developing Canvas shells were also mentioned.

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## Planning Council Update

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No report was given.

## Part-Time “level 2” Signifier – Shared Governance Participation

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Edwin suggested a “push” on this for next year. Gus suggested something tangible that could be counted when part-time faculty wish to be considered for a full-time position or a monetary award. Cara, Gus, and Edwin will discuss further offline.

Longevity, comparable pay, and advocacy at the legislature for part-time faculty were also discussed.

## Recognizing long-time Part-Time Faculty who are retiring

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Edwin will mention this during the awards ceremony tonight.

## Part-time Senator Elections

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The elections are coming in April.

## Old Business

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None

## New Business

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A committee reorganization was discussed. Gus will share a full proposal at the next meeting.

Nancy Faires moved and Jamie Sandoval seconded to adjourn the meeting.

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

**Next Meeting:** May 12, 2023 at 10 a.m.