

# PART-TIME FACULTY ISSUES COMMITTEE

## Meeting Minutes for February 26, 2016

1. Call to order  
John Frederick called to order the regular meeting of the Part-time Faculty Issues Committee at 10:08 a.m. on February 26, 2016 at in RDMT 322.
2. Open issues
  - a. Discussed the grades posted indicator in Peoplesoft
    - i. The committee find the new indicator helpful
    - ii. Closed issue
  - b. Part time Faculty of the Month was chosen. Will be awarded on Monday, February 29, 2016. President will be in attendance.
  - c. Best practices for Part time Faculty document will be shared with committee to develop for the Part time Faculty handbook.
  - d. Part-time Faculty of the Year Ceremony will be April 21 at 5:30 p.m.
3. New business
  - a. Committee will be working on a survey to be distributed to all Part time Faculty. Questions will come from the committee. Two prior PTF surveys will be used to help develop questions. No release date has been decided
  - b. Nominations for new Chair. Three nominations were brought forward and respectfully declined.
  - c. Open Discussion
    - i. PTF are concerned about losing email access when they are not teaching for a semester but will more than likely be returning.
    - ii. Concern about instructors not having active TMCC email accounts during the first few weeks of school wa
    - iii. There is concern for Part-time Faculty who are interviewing for some of the Full-time position right now that may not be chosen receiving a impersonal automated letter telling them they did not get a job. Is there a way to reach out to these instructors to let them know they are valued and may be contacted to teach courses as a Part-time instructor?
    - iv. We will be working with IT and HR on these
4. 4. Adjournment: John Frederick adjourned the meeting at 11:20 am.