

---

# MEETING MINUTES MAR. 8, 2019

---

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

**In Attendance:** Edwin Lyngar, Amanda Williams, Bill Newhall, Patty Cullinan, Jon Lau, Neil Siegel, Donna Kamen, Hugh Fraser, Cathy Brewster, Heather Haddox, Nancy Faires, Ed Corbett, Karla VanHavel, Gwen Clancy, Kurt Ehlers, John Reid, Lenaya Andersen, Patti Sanford, John Kemp, Susan Bluhm, Elena Atanasiu, Andre Walton

**Absent:** Israel Bgronini, Cheryl Camardo, Holly Gallup, Patrick Guiberson, Pat Miller, Elizabeth Morgan, Brandy Scarnati, Chair Marynia Giren-Navarro (Proxy: Edwin Lyngar)

---

## Meeting Minutes February 8, 2019

---

The committee approved the February 8, 2019 minutes unanimously.

---

### Issues to Discuss

---

**P/T Awards Ceremony – Sarah Jacobsen:** The date is set for May 15th but PT Faculty would like it to be on a Friday instead of Wednesday especially since it is finals week. Sarah will notify everyone if the date can be changed. Cathy Brewster said the event should be a celebration of the part-timers as Jon was explaining that we could entice more PT Faculty to attend events, by having the awards ceremony be more of a socialization event rather than a formal event. Sarah offered a theme and all present concurred with the Roaring 20's Speakeasy theme. President Hilgersom was invited and was asked for permission to serve alcohol at this event. President approved and signed the memo.

**Feedback for RDMT 315D & LIB 200 - Sarah Jacobsen:** Sarah urged everyone to provide feedback for the PT Faculty rooms to ensure there are enough spaces for PT Faculty.

**PTF Senators update – Edwin Lyngar & Andre Walton:** Discussion of Grant-in-Aid for dependents: the President commented on this and says that we need to add an item about it on the Board of Regents agenda. The President says that she can set up a meeting with Regent Geddes and invite two part-time faculty to join the meeting. She says it would be more beneficial if the issue is raised by the part-timers rather than it coming from her and she will also mention this to the Chancellor. It will take time and the President says the earliest we can probably get the meeting is September.

**P/T Faculty of the month:** Ed urged the committee to remind their department chairs to nominate faculty. PT Faculty needs to be nominated for the outstanding work they do. Marynia created a nomination form that can be filled out by anyone to nominate PT Faculty.

**Professional Development Update – Cathy Brewster:** There are 13 currently who signed up for the part-time certificate program which will start on March 13 and end in April. Cathy is getting ready to start the Professional Development week in August. She also asks for input on how the PT Open House should look like. All seemed to like the two-track Open House where one is for newly hired PT Faculty and the other for returning PT Faculty. Everyone enjoyed the Panel idea that was used in the last open house, but suggested we have a breakout session where individual groups can talk about subjects regarding students, issues, and what goes on in the classroom i.e. grading, how to save students from dropping-out, etc. Cathy suggested we have "secret" instigators who can initiate a conversation between new part-time faculty. The instigators can be the PT Faculty of the month winners throughout the year who will ask random questions to help engage new PT Faculty. Neil suggested we implement a "five takeaways" section, in terms of academics, where they present five issues and we strive to fix those issues so faculty know, they are supported. It was mentioned that WNC has a monthly "Coffee and Conversation" program where faculty comes together and talk about issues, professional

development, etc. It was suggested that a online canvas page be created for PT Faculty so as to keep a continuous professional development process and where faculty could share their ideas with others.

**Planning Council – Gwen Clancy:** Gwen reported discussion ensued about an eating space open to part-time faculty members. She says that she spoke with John Fitzsimmons and John offered to share the Library space with PT Faculty but the fridge seems to be constantly full, but it's open for use. Gwen requested any issues or ideas to bring to Planning Council.

**Facebook Page – Marynia Giren-Navarro:** Ed showed a google doc regarding the facebook page that was created. It's almost done and Marynia is now asking for input on hashtags. The committee came up with a few that will be shared with Marynia. #TMCCptf, #PTpaysoff, #PTImpact.

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