
MEETING MINUTES DEC. 13, 2019

10-11:30 a.m., RDMT 333

Meeting called to order: 10 a.m.

In attendance: Lenaya Andersen, Stephany Ayvazian, Cathy Brewster, Gwen Clancy, Ed Corbett, Vanina Coudriet, Patty Cullinan, Hugh Fraser, Elizabeth Morgan, Marynia Giren-Navarro (Chair), Heather Haddox, Blisin Hestiyas, Sarah Jacobsen, Jonathan Lam, Jon Lau, Edwin Lyngar, Shannon McCool, Pat Miller, Elizabeth Morgan, Bill Newhall, Sam Nummela, Patti Sanford, Brandy Scarnati, Summer Strickland, Amanda Williams

Absent: Cheryl Camardo, Treg Gardner, Donna Kamen, John Kemp, Pat Miller, Neil Siegel

Approval of Meeting Minutes

The November 8, 2019 minutes were motioned and seconded by Ed Corbett and Edwin Lyngar respectively and approved as amended.

The corrections to be made are the spelling of the word "Minutes" in the header and to change the word "permanent" to "predictable" under the PTF Bill of Rights discussion. The Faculty Senate Administrative Assistant has made the corrections and has sent the amended November 8, 2019 minutes to Web Services for posting online.

Issues to Discuss

Pay increases for part-time faculty – Dr. Hilgersom & Jim New: The goal is to find a way to award part-time faculty loyal to TMCC. This is a bonus and would not eliminate the option of raising wages for part-time faculty at a later date. Funding is limited. A point system was established to award part-time faculty based on the number of terms, sections, and credits they teach in a year. The next step is to establish a point threshold to award incentives. Currently 300 points can be accommodated in the budget. With frequency and immediacy in mind pay would be awarded at thresholds of 100, 200, and then at 300, award a larger amount. Pay would be retroactive from FY 2010. If approved, we can try and grow the fund and budget for it then potentially lower threshold points. There are 42 part-time faculty who are at 200 points. The bonus will try to include independent study and non-credited courses such as ABE courses. The next steps are for Jim New to model a proposal for the points system that is progressive and frequent. Mr. New will send his model to the committee prior to February's meeting. The goal is to implement the program this year.

Part-time faculty senators Update – Ed Lyngar & Gwen Clancy: The part-time faculty senators discussed pay increases or bonuses and administration practices. Ed Lyngar, Jon Reddick Lau, Brandy Scarnati, and Heather Haddox will start marking up the current PTF Handbook housed in the Academic Support Center office. They will create an introduction for the handbook to promote the desire to be connected, feel a sense of community, and to keep passion alive. The end goal is to have a rights & responsibility document that part-time faculty can refer to and to communicate to faculty to use the handbook.

Office Spaces – Brandy Scarnati: Brandy Scarnati inquired about office spaces within the departments for part-time faculty to mingle with full-time staff; however, the idea was mute because many full-time faculty do not have offices within their departments as they are all spread throughout the campuses. Ed Lyngar would still like to draft up a document and collect feedback from fellow part-time faculty colleagues.

PTF Of the Month – Marynia Giren-Navarro: Monica Fossi was the most recent recipient and there are 2 nominations for February 2020. Marynia urged the committee to nominate faculty for the months of February, March, April, and May.

Part-time faculty Facebook page – Marynia Giren-Navarro: Posts are shared once a week sometimes twice along with posts from the President’s Office. Marynia urged the committee to spread the word and follow the page.

Planning Council – Heather Haddox & Gwen Clancy: Cyber Security and a training was sent out to everyone. Sarah Jacobsen will add the Cyber Security training to the Newsletter and Marynia will add to Facebook page. The Fitness Center will be completed in January 2020 and current members will be grandfathered in with their current fees.

Foundation Committee – Gwen Clancy: Gwen attended a foundation committee meeting and it is open to the public and all are welcome to attend. Pat Miller expressed interest in attending the meetings.

Recognition for 5/10/15/20 years as Part-Time Faculty – Sarah Jacobsen: Sarah is collecting data from Human Resources.

Spring 2020 PTF Open House – Sarah Jacobsen: Sarah reviewed the Agenda: IT will be presenting, Tips and tricks from ACUE training, Open Panel Discussion – Marynia Giren-Navarro, Gwen Clancy, Ed Lyngar, Jon Reddick-Lau & Lenaya Andersen will facilitate the discussion. Cathy Brewster suggested returning part-time faculty could stay and socialize while new part-time faculty attend the Canvas training.

Meeting adjourned: 11:15 a.m.