



MEETING MINUTES FEB. 7, 2020

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

Meeting called to order: 10:06 a.m.

In attendance: Lenaya Andersen, Stephany Ayvazian, Susan Bluhm, Cathy Brewster, Gwen Clancy, Ed Corbett, Vanina Coudriet, Patty Cullinan, Nick Dimeo, Kurt Ehlers, Nancy Faires, Hugh Fraser, Sarah Jacobsen, Marynia Giren-Navarro (Chair), Heather Haddox, Blisin Hestiyas, Donna Kamen, John Kemp, Jonathan Lam, Jenny Lin, Edwin Lyngar, Shannon McCool, Elizabeth Morgan, Bill Newhall, Sam Nummela, Brandy Scarnati, Amanda Williams

Absent: Elena Atanasiu, Cheryl Camardo, Treg Gardner, Jon-Riddick Lau, Pat Miller, Patti Sanford, Neil Siegel

Guests: Jim New, Gretchen Sawyer

Approval of Meeting Minutes

Corrections made on the December 13, 2019 meeting minutes were: Under Foundation Committee, re-word the section to the following: "Gwen attended a Foundation committee meeting and it is open to the public and all are welcomed to attend. Pat Miller expressed interest in attending the meetings."; add Marynia Giren-Navarro, Vanina Coudriet, and Elizabeth Morgan as in attendance.

Lenaya Anderson and Patricia Cullinan motioned and seconded respectively to approve the December 13, 2019 meeting minutes. The minutes were approved by the committee as amended.

Issues to Discuss

Part-time Faculty Loyalty Incentive Program: The next step is to take the policy to Cabinet and implement in Fall 2020. Part-time faculty teaching credit-generating courses are eligible. Non-credited courses for ABE are only eligible if the Part-time Faculty is also teaching credited courses.

Incentive: each individual will accumulate points.

100 pts = \$750

200 pts = \$1500

300 pts = \$2500

400 + pts = \$3500

of credits taught (1 credit course = 1 pt. 3 credit course = 3 pts.)

of sessions (1 pt.)

of terms (1 pt.)

ABE: 1 pt. will be earned for each session, class, and every 20 hours of scheduled instruction.

Incentive will be paid at the conclusion of the semester in which the threshold is met.

Incentive is considered compensation and subject to all applicable taxes.

The Institutional Research Department will maintain records using PeopleSoft and produce a list of individuals qualifying for the incentive to HR.

Thank yous were given to Marynia, Jon, Brandy, and Jim for starting this two years ago.

Motion for resolution to approve the part-time faculty longevity pay was made and seconded respectively by Ed Corbett and Brandy Scarnati. The motion passed unanimously.

Foundation Office – Gretchen Sawyer: An account was specifically set up for part-time faculty to use for committee initiatives. The Foundation office will send out an email regarding this newly added account. The committee discussed how best to use any funds received. One idea is to use funds to enhance the year end Part-time Faculty Recognition Ceremony with food, gifts, raffles, and pins. Another suggestion was to provide stipends for part-time faculty professional development courses or send part-time faculty to conferences. Payroll Deduction forms were handed out to the committee to encourage all to sign up and donate to the fund. If there are any ideas to market this, please send the Foundation an email.

Chair Update: Marynia's term as chair ends this Spring. A new committee chair will need to be elected. Information will be sent.

PTF of the Month: There was no awardee for January. The February part-time faculty of the Month will be at the Regional Emergency Operations Center on Feb. 18 at 8:15 a.m. Nominations have been received for March, April, and May.

Senators Update: Gwen Clancy briefly mentions the construction happening in June on Parr. Blvd. There is discussion about creating a path to walk up to campus as the only way up is via Clear Acre.

Planning Council Update: Heather Haddox mentioned the biggest takeaway of the meeting was the brainstorming session on innovation for the next 10 years and what TMCC would look like. Part-Time Faculty voices need to be in play for these kinds of discussions. The President is looking to rename the Planning Council.

Part-time Faculty Resources in Canvas: Ed Lyngar is interested in creating a document of resources available to part-time faculty. A part-time faculty resources page is in existence as an open course that anyone may access. Sarah Jacobsen added all part-time faculty to the course It will now appear in their dashboards. Marynia suggested advertisement is needed for the SmartBoard for future semesters and maybe the advertisement could also be sent to part-time faculty.

PTF senator elections: Lenaya Anderson will help Marynia to create text for the flyer. Verbiage will be on a google doc for the committee to provide input. Once complete, the verbiage will be submitted to the Marketing Department to get a flyer made.

Recognition for 5/10/15/20 years as part-time faculty: Sarah will receive a report from HR with a list of all currently active part-time faculty. Next, Sarah will determine the time of service and present a certificate and pin (hopefully) to these individuals at the end of year Part-Time Faculty Recognition Ceremony.

Spring 2020 Open House: There were about 80 people in attendance. A recommendation was made to separate the Open Discussion Panel to smaller groups and mimic Cathy Brewster's Learning Café Roundtables.

Professional Development Update: Cathy Brewster will be retiring and the search for her position will open in March or April. The part-time faculty course is almost full. Cathy is excited for the Spring course as she has a diverse group of people from different departments who will be taking the course.

Other

Gwen Clancy requested any topics the committee would like the senators and Heather Haddox to listen for or report on when they are attending Faculty Senate and Planning Council. Please reach out to them and let them know.

Next meeting: March 13, 2020 at 10 a.m. in RDMT 333

Meeting adjourned: 11:15 a.m.