
MEETING MINUTES MAR. 13, 2020

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

Meeting called to order: 10:08 a.m.

In attendance: Lenaya Andersen, Gwen Clancy, Ed Corbett, Patty Cullinan, Nick Dimeo, Kurt Ehlers, Nancy Faires, Marynia Giren-Navarro (Chair), Heather Haddox, Blisin Hestiyas, Sarah Jacobsen, Donna Kamen, Edwin Lyngar, Shannon McCool, Elizabeth Morgan, Bill Newhall, Jon Reddick-Lau, Na Reed, Patti Sanford, Brandy Scarnati, Neil Siegel

Absent: Elena Atanasiu, Stephany Ayvazian, Susan Bluhm, Cathy Brewster, Cheryl Camardo, Vanina Coudriet, Hugh Fraser, John Kemp, Jonathan Lam, Jenny Lin, Pat Miller, Sam Nummela, Amanda Williams

Guests: Jimmy Roque

Approval of Meeting Minutes

It was motioned and seconded to approve the February 7, 2020 minutes with unanimous approval from the committee.

Issues to Discuss

BlueJeans suggestions: The committee discussed when BlueJeans is used and what conferencing options are available for the classroom and for meetings. In Canvas, the conference feature is to be used for online classrooms. Natalie will provide Kaltura training. Please contact the WebCollege and set an appointment. Chair Marynia Giren-Navarro suggested to do video quizzes that are no longer than 5 minutes. It was also noted the WebCollege is available until 5 p.m. prior to Spring Break and until 7 p.m. following Spring Break.

Part-Time Faculty Senators election: The committee discussed the content of the flyer and what it hopes to achieve with the flyer; increased participation in nominating and voting from the part-time faculty community. Ideas to advertise the part-time senator elections were to hold a meet the candidates gathering and include food, create videos of the candidates to accompany their bios, have the current senators create a video describing their experience, post the videos on the Facebook page, advertise at the August Open House and have the senators speak, early voting, have any nominees speak at the open house and possibly request nominations now with an earlier end date. Ed Lyngar and Gwen agreed to make videos and Marynia will involve the new committee chair in this process. The plan is to have a nomination process ready for the April Part-Time Faculty Committee meeting.

Part-Time Faculty email removal policy: If a part-time faculty member does not have a class scheduled, his or her access is immediately terminated. TMCC part-time faculty can initiate a request for extension to their supervisor, to be sent to IT. Please share this information with your respective chairs and coordinators.

Committee Chair update: There are two more committee meetings left and Marynia will have completed her term. Nominations or volunteers for the next chair are currently being accepted. Voting will be hosted by the Faculty Senate Office. Please email Marynia if you want to nominate yourself or someone else.

Part-Time Faculty of the month: Congratulations were made to Heather, the most recent Part-Time Faculty of the Month. Marynia has several nominees lined up to complete the school year.

PTF Loyalty Incentive Program: This has been approved by the President's Cabinet.

Part-Time Faculty Senators update: Edwin Lyngar recommends Gwen Clancy run again for continuity. Marynia suggested to establish what the roles of chairs and senators are and define them in next year's goals.

Planning Council: The bridge closure was discussed and where employees will park and get to their worksites on the Dandini campus.

Recognition for 5/10/15/20 years as part-time faculty: The committee will ask for permission from the President's Office to serve alcohol at the event.

Professional Development Update: No update was given at today's meeting.

Facebook page: There are almost 30 followers with more joining.

Other

There will be a View Sonic interactive presentation on April 2 at 2:30 p.m. in RDMT 332.

A smart board will be in the Learning Commons if anyone would like to test it out or you may attend one of Marynia's classes to observe the board in use. Marynia teaches at 11 a.m. or 12:30 p.m. Mondays and Wednesdays in RDMT 252.

A Facebook announcement for the Open House will be made.

Please welcome Na Reed, a new part-time faculty member in attendance at today's meeting. Na is from China.

Meeting dates and times were discussed and the committee would like to keep the same dates and times for next year.

Next meeting: April 3, 2020 at 11-12 p.m. via BlueJeans

Meeting adjourned: 11:30 a.m.