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# MEETING MINUTES MAY 12, 2023

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10-11:30 a.m. via Zoom

**Meeting called to order:** 10:00 a.m.

**In attendance:** Jim Collier, Patricia Cullinan, Cara Dopf, Nancy Faires, Donna Kamen, John Kemp, Kerry Kuster, Jonathan Lam, Nathan Lower, Edwin Lyngar (Chair), Gwen Raubolt

**Absent:** Gwen Clancy, Megan Lahti, Brianne Lee, Elizabeth Morgan, Jamie Sandoval, Josh Shinn, Gus Stuart, Monika Webb, Jeffrey Whitesides

## Approval of the April 14, 2023 Meeting Minutes

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Donna Kamen moved and Nancy Faires Seconded to approve the April 14, 2023 Part-Time Faculty Committee Meeting Minutes. The committee approved the minutes.

## Senator Updates – Cara and Gus

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Cara reported she and Gus are happy to be reelected and will press forward with their plans in the Fall.

## Professional Development Working Group

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Excerpted from the April 14, 2023 Part-Time Faculty Committee Minutes: “Gus summarized the ad hoc committee charge: The adhoc would work to improve existing processes or they would create a supplemental process for leadership development. Another suggestion received was to do a professional development workshop for part-time faculty.

Jamie Sandoval volunteered to lead the Professional Development Working Group.

Jamie Sandoval moved and Elizabeth Morgan seconded to form a Professional Development Working Group with Jamie leading the working group. The committee approved the motion.”

Jamie was not present at today’s meeting to provide an update. The working group will press forward in the Fall.

## Office Hours for Part-Time Faculty

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There was no current update on this item. It was also noted office space for Part-Time Faculty is needed at other campus locations. Donna Kamen reported there are spaces at the Meadowood Campus. Edwin noted a need for better communication to the Part-Time Faculty and to convey to them to check their TMCC email.

## Planning Council Update

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No report was given.

## Part-Time “level 2” Signifier – Shared Governance Participation

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There was not any new information to report at today’s meeting.

## Part-Time Faculty of the Month

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Edwin reported the awardings are going well and we have had the President and VPAA attend. He also suggested getting nominees from different departments who haven't been awarded yet.

## Recognizing long-time Part-Time Faculty who are retiring

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Edwin will mention this during the awards ceremony tonight.

## Old Business

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None

## New Business

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Edwin would like to pursue professional development and recognizing long-time Part-Time Faculty who are retiring. Edwin also requested anyone contact him over the Summer with any ideas. The committee also discussed communicating the Longevity Program to Part-Time Faculty. Many are unaware of the program.

**Meeting adjourned:** 10:30 a.m.

**Next Meeting:** September 2023