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# MEETING MINUTES MAR. 17, 2023

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10-11:30 a.m. via Zoom

**Meeting called to order:** 10:03 a.m.

**In attendance:** Gwen Clancy, Jim Collier, Patricia Cullinan, Cara Dopf, Nancy Faires, John Kemp, Kerry Kuster, Megan Lahti, Jonathan Lam, Nathan Lower, Edwin Lyngar (Chair), Jamie Sandoval, Gus Stuart

**Absent:** Jessica Glasner, Brianne Lee, Heather Lupkey, Elizabeth Morgan, Gwen Raubolt, Josh Shinn, Jeff Whitesides, Michelle Wright

The minutes for February and March will be approved at the April 14, 2023 meeting.

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## Part-Time Faculty of the Month Awards

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Ledena Brooke in Dental Hygiene was awarded for the PTF of the Month for January. Edwin shared a picture from the awarding. The awardings are scheduled through the end of the Semester. Gus and Edwin will work with Cara to ensure either Edwin or one of the Senators is present at each awarding.

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## Meeting Format

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Edwin suggested to hold the meetings in person for Fall. The meetings used to be held in RDMT 333. It was also recommended to offer the meetings in hybrid to include everyone who can't make it to the campus.

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## Edwin Lyngar for Part-Time Faculty Committee

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Edwin opened the voting to officially make him the committee chair. Kerry Kuster moved and Patricia Cullinan seconded to elect Edwin Lyngar as the committee chair. The motion passed with 11 ayes.

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## Office Hours for Part-Time Faculty – Rebecca McCleary and John Kemp

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Rebecca McCleary, a member of the Learning Commons Committee, joined today's meeting. She would like to find a way to compensate Part-Time Faculty to hold their office hours in the Learning Commons and work with the Part-Time Faculty Committee to bring something to the Faculty Senate. Edwin suggested an adhoc committee, discussing the issue with the VPAA, and finding out what budget might be available. Rebecca noted the VPAA seems supportive of the issue. Edwin volunteered to be on the subcommittee. Rebecca McCleary also volunteered.

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## Senator Update – Cara and Gus

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Gus joined the meeting and reported he may be running for the Chair-Elect position. Gus mentioned he may have some prospects for Part-Time Senator he can put forward.

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## Planning Council Update

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Gwen Clancy is looking to fill the second seat at Planning Council. There are ongoing discussions on mandatory trainings and how Part-Time Faculty might be compensated for that.

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

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Edwin suggested we can do a certificate and to create an adhoc committee to figure out what they want to do to recognize retirees and where budget would come from. Edwin noted we can tell who has been here a long time from the Longevity Program. Edwin will talk to HR about it and report back at the next meeting. Gus volunteered to work with Edwin on this.

## Part-time Senator Elections

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The elections are coming in April.

## Old Business

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None

## New Business

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Gus and Cara would like to work on a Professional Development program where Part-Time Faculty can be included and have it also reflect in their CV's when applying as full-time faculty. Gus would like to gage interest from the committee. Edwin completed the ACUE course.

Edwin suggested to request that the Part-Time Faculty be included in Fellowship Program. Gus found out the Part-Time Faculty were not included due to space limitation and the program popularity and suggested to ask why there could not be another program geared to Part-Time Faculty. Cara will work with Gus to create steps forward.

Gwen suggested looking into a structure where continuous Part-Time Faculty have more stability and security each semester rather than finding out just before the semester begins whether they have a schedule.

**Meeting adjourned:** 10:57 a.m.

**Next Meeting:** April 14, 2023 at 10:00-11:00 a.m.