

Part-Time Faculty Council

February 22, 2021 Meeting Minutes

<http://ptfc.kennesaw.edu>

I. Welcome

Michael Perry

Meeting was called to order at 3:36pm. Attendees were asked to type name by entering in the chat for tracking.

II. Approval of Minutes

James Stinchcomb

The minutes from the January 25, 2021 meeting were shared in Teams group, listserv distribution list, and on the website. Motions by Michael Perry to approve the minutes as published with second by Diana Honey passed unanimously.

III. President's Update

Michael Perry

Michael presided over the meeting for Joanne who was returning from out of town for family business.

A. State Bonus Status Part-Time Faculty – Michael asked Joanne Lee to address this issue as she was present online. Distribution of the bonus was a BOR decision which followed the model from the state plan issued by Governor Brian Kemp. Joanne has spoken on behalf of the PTFC in regard to part-time faculty not being eligible for the onetime bonus and brought this to the attention of KSU leadership.

B. Faculty Senate - Michael attended the Faculty Senate meeting in Joanne's place and provided an update from Senate.

1. Motion on COVID 19 Vaccination at KSU Passed: *CoVIS19—Passed: Given that a significant number of KSU faculty were required to return to face-to-face teaching during the highest peak of the COVID19 pandemic, we would like to propose the following: 1. Face-to-face faculty should have priority in receiving the COVID19 vaccine. While the exclusively online faculty have received accommodations to work from home during this time, face-to-face faculty are at a considerable higher risk from exposure to COVID19. 2. We would also like to propose that the onsite vaccination efforts be expanded to include dependent family members of our faculty who are also at higher risk due to the faculty's return to f2f teaching. This measure would alleviate the face-to-face faculty concerns related to their safety in the workplace in Spring 2021. Faculty could present a print-out of their class schedule to show that they are f2f faculty at the vaccination site.*
2. Motion on ARD Resolution Passed: *Whereas, the KSU administration has repeatedly asserted that no chairs will be asked to perform annual evaluations "on a curve;" and Whereas, "grading on a curve" refers to an assessment in which one is compared to others in their cohort rather than being evaluated based on stable criteria; and Whereas, "grading on a curve" or being assessed in comparison to an average distribution, always results in some being below and above average instead of the possibility of everyone being evaluated as successful (or not); and Whereas, the KSU administration has asked chairs, faculty, and supervisors to take into consideration the extraordinary circumstances of the pandemic throughout 2020; and Whereas, the year 2020 has indeed been an extraordinarily difficult year which included KSU workers moving to fully remote instruction with 2 days to prepare, layoffs and a lack of contract renewals resulting in higher workloads for those remaining staff and faculty, last minute changes to instruction delivery, and increased responsibilities for staff and faculty due to the need to maintain a safe work environment during the pandemic, on top of increased and widespread health uncertainties, family and friends dying in higher numbers than other years, and living in a world grappling with economic devastation, and political stressors; and Whereas, annual evaluations can have a serious impact on employment, promotions, and raises, as well as, a worker's feeling of worth and appreciation for working hard; therefore be it Resolved, that the administration should work to establish non-competitive/non-comparative criteria for annual reviews; be it further Resolved, that considering the extraordinary circumstances of the year 2020, all chairs and supervisors should be directed to evaluate all faculty and staff as going above and beyond the regular call of their work duty by ranking faculty as "exceeding expectations" and giving the highest performance ratings for staff, with any deviations from this policy requiring justification.*

3. Jobs Resolution Passed: *A resolution imploring the administration to promise to protect jobs during the pandemic by reversing layoffs from the past year and promising no future layoffs. Here is our draft language: "Whereas, KSU revenues this year are higher than expected and Governor Kemp has already promised no additional state cuts in the coming year; and Whereas, we are all part of the KSU community and need each other to provide quality education and experience to our students; and Whereas, we need to retain our talented staff through the pandemic; and Whereas, any worker working outside of their home during the pandemic is taking on additional risk to their own health and that of their families; We resolve there must be no more permanent or temporary layoffs and those who have already been impacted by such shall be returned to full employment; We further resolve any staff or faculty who must continue to do their job on campus shall receive additional compensation.*
4. Provost Search Update – Search is being continued for additional candidates at this time.

IV. Old Business

Michael Perry

- A. Plus/Minus grading system - Please remember to discuss the KSU Report on Plus/Minus Grading with your constituents and distribute the Plus/Minus Survey to your faculty. The Report and link to the Survey are on the Faculty Senate Teams channel and will be emailed out again. The survey will close at the end of the day on February 28th.
- B. James reviewed the list by department to confirm returning and new reps. Any department changes should be emailed to Joanne Lee and James Stinchcomb.

V. New Business

Michael Perry

- A. Vice President Michael Perry congratulated Dr. Joanne Lee on being recognized and awarded the Outstanding Part-Time Faculty award for the Bagwell College of Education. He asked representatives to let the executive committee know of part-faculty awards for their departments and college.
- B. Michael reviewed rationale for using a combination of Teams and Zoom for communication to PTFC and why both will be implemented. Zoom will be primarily focus for virtual meetings, while Teams is for storing information and communication along with the website.
- C. James presented on using Zoom during meeting and for all future meetings.
 - UITS training documents: Getting Started with Zoom. https://apps.kennesaw.edu/files/pr_app_uni_cdoc/doc/Getting_Started_with_Zoom.pdf
 - UITS training document: Getting Started with adding Zoom in D2L Class https://apps.kennesaw.edu/files/pr_app_uni_cdoc/doc/Getting_Started_with_Zoom.pdf Comparison chart: https://apps.kennesaw.edu/files/pr_app_uni_cdoc/doc/Online%20Conferencing%20Tools%20Comparison%20Chart.pdf
 - Zoom video trainings: <https://support.zoom.us/hc/en-us/articles/206618765-Zoom-Video-Tutorials>
- D. Update from CETL – Mandy reminded everyone to look at trainings and let her know if anyone needs anything to reach out to her.
- E. Council picture via screen shots were taken at the end of the meeting to be used on website and will be continued finishing at end of March meeting.

VI. Next Steps

Michael Perry

- A. Share newsletter with all PTF representative that will be sent out for March.
- B. Send in items for March newsletter to Joanne Lee as soon as possible.

VII. Announcements and Questions

Michael Perry

- A. PTFC will meet 3/22/21 @ 3:30 to 5:00 pm via Zoom. A calendar invite with the link will be sent from James Stinchcomb.
- B. Be sure to check in with James if you entered the meeting late.

Motion to adjourn meeting, approved.

Meeting ended by 4:30 pm

Minutes submitted by James Stinchcomb

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