



Part-Time Faculty Council Meeting Minutes

Date: Monday, February 24, 2025

Time: 3:00PM - 4:40PM

Location: Virtual Meeting via Teams

Attendees: Chris Thompson, Joshua Yarbrough, Russell Spears, Yvonne Wichman, Ginger Sinton, Genevieve Goss, Suzanne Agan, Yvonne Single, Shahram (David) Nazari, Casey Waldsmith, Kent Bailey, Michael Lee, Tammy Everhart, Melony Parkhurst

1. Call to Order: PTFC President called the meeting to order at 3:02PM welcoming attendees and expressing appreciation for their participation. Attendees were reminded to list their names and departments in the chat for record keeping. Chris briefly spoke about voting procedure.

2. Approval of January Minutes: Having been reviewed by council members prior to the meeting, the motion to approve was unanimously approved as follows:

- A. Motion to approve: Genevieve Goss
- B. Seconded by: Russell Spears
- C. Vote: Unanimously approved

3. Appointment of Officer: Chris announced that Yvonne Wichman, former PTFC president and council founder, volunteered to serve as interim secretary in the absence of another candidate. Chris also thanked Yvonne for her work on organizing the council website over the past month.

4. Guest Presentation: Briseida Cruz from Human Resources joined our meeting to discuss retirement opportunities through KSU and the USG. She shared a PowerPoint that detailed the benefits available and the qualifications for accessing those benefits.

5. Officer Updates:

A. Vice President - Joshua Yarbrough: Josh updated the council on the status of the part-time faculty brick for the Legacy Walk on campus. We missed the Spring deadline, but the project will resume for Fall 2025. The total cost is \$100 for one brick. The board will discuss ways to finance this and/or collect contributions. Josh will also contact CETL about hosting a PTFC event at the CETL house this semester. Details to follow.

B. Policy and Strategic Planning Chair - Russell Spears: Russell shared further information about the requirement for majors in his department to be published. According to his chair and the dean of the business school, this is not required for employment in Coles, so Russell wonders why it is required at all. Russell is also pursuing the issue of part-time faculty pay because currently what KSU pays is not up to industry standards. Our pay is significantly under the market standard for part-time university instructors. Russell will report back on both issues next month.

C. President - Christopher Thompson: Chris brought up the issue of ACA reporting and asked how PTF learned about the reporting standards and how to go about fulfilling them when ACA was first introduced. Yvonne responded with information about how the English department has handled this. Jenevieve added that her department sends out emails to PTF when it is time to report their hours. However, she added that she has never done this because she didn't know that she was required to do so. Yvonne will look for her original documentation on these instructions.

6. Old Business/New Business: Chris shared information from the Faculty Senate meeting held this same day. Provost Pulinkala discussed the measures that KSU is taking in response to the federal government's new take on DEI. The Senate is also looking over their bylaws for any changes needed. Chris reminded the council of our own need for bylaw updates. He hopes that we will have those updates in place by Fall semester 2025.

7. Communication and Engagement: Chris spoke briefly about plans for the 2025 academic year though no plans have been finalized yet.

8. Announcements: Chris announced that the PTFC website is now in great shape with agendas, minutes, and other pertinent info readily accessible. He thanked Yvonne for her diligence in getting this done so quickly. Yvonne asked colleagues to take a moment to visit the website, check out the latest information, and let her know if they see anything awry.

9. Motion to Adjourn:

- A. Russell Spears motioned to adjourn.
- B. Jenevieve Goss seconded the motion.
- C. Meeting was adjourned at 4:08PM.

Minutes prepared by: Yvonne Wichman, Secretary
Date of Preparation: February 26, 2025
Next Meeting: March 31, 2025