

## Part-time Faculty Council Meeting Minutes

**Date:** September 23, 2024

**Time:** 3:00 P.M.

**Attendees:** Christopher Thompson, Veronica Sheehan, Shahram Nazari, Yvonne Single, Suzanne Agan, Sherry Hillman, Casey Waldsmith, Joshua Yarbrough, Russell Spears, Nicole Hoffman Miller, Michael Lee, Ginger Sinton, Melony Parkhurst, Grace Ko, John Neglia

- I. **Welcome / Call to Order**
  - A. Christopher Thompson opened the meeting at 3:10 P.M. and shared the agenda.
- II. **Parliamentary Procedure Reminders**
  - A. Reminders on meeting protocols were provided to maintain structure and facilitate productive discussions.
- III. **Approval of August Meeting Minutes**
  - A. Motion: Christopher Thompson called for a motion to approve the August meeting minutes.
  - B. **Motion Made:** Joshua Yarbrough
  - C. **Seconded:** Yvonne Single
  - D. **Vote:** Unanimously approved
- IV. **Approval of September Agenda**
  - A. Motion: Christopher Thompson requested approval for the September agenda.
  - B. **Motion Made:** Joshua Yarbrough
  - C. **Seconded:** Yvonne Single
  - D. **Vote:** Unanimously approved
- V. **Part-Time Faculty Council Elections**
  - A. **Vice President**
    1. **Candidate:** Joshua Yarbrough (English Department)
    2. Motion: Nominate Joshua Yarbrough for Vice President.
    3. **Vote:** Unanimously approved, with Joshua Yarbrough elected as Vice President.
  - B. **Secretary**
    1. **Candidate:** Joshua Yarbrough (English Department)
    2. Joshua expressed a preference for the Vice President role, and the Secretary position was not filled.
  - C. **Chair of Bylaws and Strategic Planning**
    1. **Candidate:** Russell Spears (Department of Economics)
    2. Motion: Nominate Russell Spears as Chair of Bylaws and Strategic Planning.
    3. **Vote:** Unanimously approved, with Russell Spears elected as Chair.
  - D. **Parliamentarian**
    1. No nominations received; this role remains vacant.
- VI. **Guest Presentations**

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- A. **Lydia Blaner (SMART Center - Marietta Campus)**: Lydia provided an overview of tutoring resources and support for students, including "Smart After Dark" extended hours during finals. Faculty were encouraged to refer students and recommend qualified tutors.
  - B. **Mary Ann Jones (Collection Development Librarian)**: Due to a family emergency, Mary Ann could not attend; her presentation was postponed.
- VII. **Old Business**
- A. **Department Town Halls**: The Council discussed plans for departmental town halls to collect feedback from part-time faculty. Representatives were asked to organize these gatherings and share insights at upcoming Council meetings.
  - B. **Feedback on Faculty Senate Policies**: Ongoing discussions highlighted the need to review policies impacting part-time faculty, with representatives urged to provide input for future evaluations.
- VIII. **New Business**
- A. **Professional Development Opportunities**: Updates were shared about upcoming training sessions and workshops for part-time faculty.
  - B. **Conferences**: Information on relevant academic conferences was provided, encouraging participation to enhance professional development.
  - C. **Midterm Grades / Early Alerts**: Faculty were reminded to submit midterm grades and utilize early alerts to assist students at risk.
  - D. **Annual USG Trainings**: It was noted that annual mandatory trainings, including FEPA and Banner, would commence on October 1.
- IX. **Announcements**
- A. Various announcements were made about upcoming events and additional resources for part-time faculty support.
- X. **Questions and Suggestions**
- A. Attendees were invited to ask questions and offer suggestions, fostering an open dialogue.
- XI. **Adjournment**
- A. The meeting was adjourned following a unanimous vote to conclude.