

Notes from PART-TIME ISSUES COMMITTEE

Monday, November 22, 2010; 11-12:30, 345A

Present: David Milroy, Mike Lam, Kirin Farquar, Ann Marie Bryan, Sue Gonda (for Chris Hill), Barb Blanchard, Chris Hill

- I. Introductions: Sue said that Chris would be delayed but had provided her with materials for today.
- II. Academic Senate Orientation – Sue Gonda. Sue passed out the handout Q & A: What are the Senate's role and responsibilities? What are academic and professional matters (10+1) and discussed the fact that we separate working condition (union) issues from academic and professional matters. However, everyone acknowledged that some issues that overlap, such as office hours. In that case, it's necessary for the Senate to discuss the need/justification and importance of the issue and when applicable forward it to the union for negotiation. It will be important to keep the communication open between Senate and AFT so all areas are covered.
- III. Spring Flex Week forum: Discussed the following ideas as agenda items for the next Academic Senate Part-Time Issues Forum:
 - Update: Office hours: Bring the former Academic Senate Resolutions for report update; that the Resolution will be forwarded to AFT (also provide a copy for Barb Blanchard). (**Question: who should do these things? When?**) Kirin will find out what SDCCD pays for office hours.
 - Service on Committees – pay incentives? Again, provide any Resolutions and provide update. Chris reported that the new Chancellor and Jim Mahler have had conversations about this. Chris can provide the proposal/documents created on this topic. Barb pointed out that FT faculty are not paid for committee service; that's why committees did not meet when there was a work-to-contract. It was acknowledged that PT faculty are important for committee work; discussion of pay at this meeting was in relation to incentives for that work.
 - Email communication: Sue mentioned that each division rep can have the names of department chairs in the division. Send emails to them asking for them to forward to their updated email lists. Barb is working with the deans and their assistants to create an updated FT/PT faculty email list each semester. When that is in place, then this committee or its members can forward emails to the deans to be sent to part-time faculty.
 - SLOs: What are the issues for PT faculty and part-time faculty participation? This discussion revealed examples of varied outreach to PT faculty. Some departments do not include PT faculty. But Math and History include FT & PT faculty in creation of SLOs, assessment tools, discussions of assessment results, etc. English does as well, but Kirin said attendance by PT faculty

drops off after the first meeting of the semester. It's difficult to get PT participation after that. Mike pointed out the most important factor of SLOs was to get faculty talking to improve student success; Sue mentioned studies that show significant improvement rates in students when faculty collaborate. We need to remind FT faculty to keep extending invitations to PT faculty to have those discussions about what is happening in the classroom; then it is up to the PT faculty contribute. Barb pointed out that it is part of an accreditation standard for PT faculty to participate in the SLO discussions. Department chairs need to know that as incentive to keep up the outreach (invitations) to PT faculty.

- Open Q & A

Another issue discussed: need for a website and updates to the Faculty Handbook. The website could contain the FAQs for faculty and other resources, such as links to SLOs, course outlines, sample syllabi and other items that it would be helpful to know, especially for new PT faculty: getting keys, offices for office hours, locations of scantron machines, etc. Chris will followup to getting meeting together about the Handbook. (**Question: should there be follow-up about a website? By whom?**)

- IV. Chris will send out a general email saying there are scholarships available for PT faculty to attend the Student Success Institute.
- V. David Milroy reported that the PT Caucus was approved at the Statewide Academic Senate.

Next meeting: Monday, January 24, 11-12:30; location TBA