



MEETING MINUTES APR. 12, 2024

10-11 a.m. via Zoom

Meeting called to order: 10:01 a.m.

In attendance: Donna Kamen, Kerry Kuster, Jonathan Lam, Brianne Lee, Nathan Lower, Edwin Lyngar (Chair), Matt van den Burg, Julian Vu

Absent: Genesis Alvarez-Cortes, Gwen Clancy, Patricia Cullinan, Cara Dopf, Ana Douglass, Nancy Faires, John Hughes, John Kemp, Jessikah Kipf, Gay Lutz, Aaron McClendon, Lori McDonald, Alex Oliva, Josh Shinn, Jennifer Stevens, Chad Venters

Guests: Heather Lupkey

Approval of Meeting Minutes

The March 15, 2024 Part-Time Faculty Committee Minutes were approved by the committee.

Senator Updates

No report was given.

Update: Part-Time Chair for Next Year

Edwin is stepping down as chair. His last meeting will be the last meeting of the year. Edwin asked Matt van den Burg to be the part-time chair. A vote was not taken at the meeting.

Planning Council Update and Part-Time Faculty Website – Gwen and Bri

Bri provided a quick update. The PT 1 & 2 will need to go to Cabinet, L-Team, and Planning Council in the Fall.

CTEL Project – Heather Lupkey

Heather gave an overview of the project she is working on. The project is to explain the LOB (Letter of Benefits) versus a LOA (Letter of Appointment). Heather has created an outline to show the difference and provided a document for the committee's input and feedback. The document was sent to the committee for their review. Heather was invited to join the committee.

Steering Committee

No report was given.

Part-Time Level 2

Matt provided an update from the March Faculty Senate Meeting. The Senate supported the document. The second reading will occur at the Faculty Senate Meeting later this afternoon.

New Project: Web Site on PT Benefits

Edwin recommends this project for the Fall.

Professional Development Working Group

Donna did not have an update.

Part-Time Faculty of the Month

The awardings are continuing.

Old Business

None

New Business

Matt mentioned he is not pursuing chairing the committee and invites anyone to throw their hat in the ring who wishes to be the chair.

Meeting adjourned: 10:40 a.m.

Next Meeting: May 3, 2024