Adjunct Faculty Committee Minutes for 6/15/2012
Minutes recorded by Okere

Member present: (M=member, A=alternate)
Eixmann (M), Ross (M), Nolan (M), Okere (M), Proff (M), Mora (M), Smith (M),
Banta (M), Betros (A), Conroy
Guest speaker: Debra Feakes

Meeting called to order at 2:00 by Conroy

Agenda Items

1. Previous meeting minutes (5/18) unanimously approved

2. Core Curriculum Revisions, Feakes

Feakes thanked all of the Adjunct Faculty Committee members for serving on the
committee. The general education core curriculum document from the
undergraduate catalog was distributed. The Coordinating Board wants all
Universities to reduce the general education core curriculum requirements to 42
hours (Texas State currently has 46 hours). Core objectives have been identified,
and the critical thinking skills and communications objectives must be assessed in all
core courses. A list of the foundational component areas and the objectives they
need to meet was provided. History and Political Science are legislatively mandated –
they cannot be removed from the core curriculum. None of the core curriculum
components want to leave the core curriculum, and there are several that want to be
added to the core. The implementation date is 2014. One member voiced concern
that if Science labs are removed from the core curriculum, graduate students’ jobs
could be in jeopardy as graduate students teach those labs. The administration has
indicated that revisions to the core are not expected to impact faculty or graduate
student lines. Feakes will confirm that language and its implications for per course
faculty. [See Attachment A (GEC Information) for the handouts provided to the
committee.]

3. RTA Items

A. Adjunct Faculty Awards: Feakes reviewed the Presidential Awards process. The
Faculty Senate suggested that it would be easier for a separate adjunct faculty
award to be instituted rather than adding an adjunct faculty level to each of the
Presidential Awards. The committee discussed the possibility of a new teaching
award for per course faculty. Conroy will report this discussion to the Senate.

B. Electronic newsletter: Conroy reviewed the reasoning for the newsletter – to
highlight the achievements of adjunct faculty, contributing to a discussion of possible
developmental leave for adjunct faculty. The Faculty Senate suggested that an
Adjunct Faculty tab could be created in the ‘Faculty and Staff’ menu on the
University homepage. Discussion included the addition of specific links relevant for
adjuncts, and in particular, per course faculty – i.e. benefits, parking etc. It was also
suggested that adjunct faculty nominate colleagues to be featured on the University homepage banner.

C. Advocacy on behalf of per course faculty
Parking: Feakes reviewed the requirements for reduced parking: those with a 100% appointment, and <25K salary are eligible for reduced parking. The 25K limit has not changed for quite some time. These requirements exclude per course faculty as they are not a 100% appointment. Department chairs are instructed to pay parking fees for per course faculty and faculty whose appointments are 50% or less. Feakes will clarify whether paying for parking is at the chair’s discretion or not. These two guidelines exclude those who have 51-75% appointments - since they are not 100% appointments and they are not a 50% or less appointment. The focus of the discussion remained on the 51%-75% appointment faculty. Discussion included ideas about the best proposal, such as changing the salary limit, semester-long passes, a standard reduced rate for per course faculty, or simply removing the 100% appointment language. Feakes suggested looking at faculty senate salary data to see what % of faculty salaries fall below proposed salary limits (i.e. 30K, 40K) to determine how many faculty this would impact. The implications for staff would have to be examined as well, as any new proposal would apply to both faculty and staff. Sherry Ross will look at faculty salary data and report how many faculty would be impacted by changing the salary limit.

Additional parking item: One member voiced a concern that the verbiage of the email regarding parking permits excludes adjunct faculty. The committee will closely review the language in this year’s email regarding parking permits.

D. Collection of department/school policies
Received thus far:
- Agriculture
- Biology
- Communication Studies
- Criminal Justice
- Engineering Technology
- English
- Health & Human Performance
- History
- Marketing

The committee decided the deadline to obtain these policies is August 20th.

E. TRACS forum on possible Development Leave policy for adjunct faculty
Committee members were reminded to contribute to the forum discussion.

F. Survey responses, upload to TRACS
If you have collected responses, please post them to TRACS site. Although we are now directly collecting the policies from the Chairs, the information will still be useful if it is already collected.

G. Development opportunity suggestions

The following have been forwarded to Beth Wuest:
- Webinar access
- Training/mentoring sessions for adjunct faculty by Senior Lecturers
- Include adjunct faculty in orientation teaching workshops.
One member indicated that including adjunct faculty in orientation teaching workshops will be extremely important in the future as core curriculum courses, which will require specific assessments, are taught by per course faculty.

4. New Business

A member voiced a concern that per course faculty don’t have the same representation as faculty with \( \geq 50\% \) appointments. (Faculty voters are 50% or more.) The committee suggested that this may be a departmental issue rather than an adjunct faculty committee issue.

A member asked for clarification: can adjunct faculty members who are not committee members/alternates/liaisons attend meetings and provide input/voice concerns. The committee agreed that the meetings are open meetings and adjunct faculty can attend and provide input.

5. Next meeting date **August 31st 3 – 5 PM, JCK 880.** Unless we hear otherwise from Conroy, the July meeting is cancelled.

6. Adjournment