Part Time Faculty Committee Meeting  
23 January, 2018, 10:30 a.m.-3:30 p.m. 
San Diego Continuing Education  
North City Campus  
8355 Aero Drive, San Diego, CA 92124  
Conference Room  

Zoom Teleconference Information  
Join from PC, Mac, Linux, iOS or Android: https://cccconfer.zoom.us/j/5462550600  
Or iPhone one-tap (US Toll): +14086380968,5462550600# or +16465588656,5462550600  
Dial: +1 408 638 0968 (US Toll) or +1 646 558 8656 (US Toll)  
Meeting ID: 546 255 0600  

Minutes  

I. Call to Order and Adoption of and the Agenda – 10:40am  
   a. Members present: Sam Foster (chair), Dolores Davison (second), Fenyx (by phone), Caron Lieber, Guillermo Salazar  
   b. Members absent: Lakita Long  

II. Planning Future Meetings  
   a. Monday, 19 March, 10-11:30, Zoom  

III. Update about the PT Faculty Institute  
   a. Executive Committee feedback  
      • Number of free attendees per college  
         1. Based on last year, first five attendees will be free; remaining attendees will have to pay a fee  
            a. Most colleges either sent one or two attendees or five; need to ensure that as many colleges as possible are aware of the institute and can send people  
         2. Concerns last year because announcements went out so late; need to have information and registration available earlier this year  
            a. Where to send information – all ASCCC listservs, possible the unofficial part time listserv, others?  
   b. Dates and Location: August 2-4, 2018 at Westin San Francisco Airport  
      • Agreement from exec that a general session on Thursday, followed by networking time, would be best plan to bring people in for entire session  
      • End before lunch on Saturday to cut down on costs and let people get home (concerns regarding end of summer session, beginning of fall term, etc.)  
      • Office will provide logistics in terms of number of breakout rooms, attendance maximums, etc.  
      • Dinner reservations for Thursday night to do a dine around; Sam to check with office
IV. Review 2017 Part-Time Faculty Leadership Institute evaluations (attached with agenda)
   a. What worked well
      • Mock interview was well received
      • Increased focus on differences between senate and unions (emphasis on what
        the senate’s role is – too many questions about compensation, etc.)
      • 3CSN Partnership again? (Sam to ask if we are working with them again)
   b. Potential changes for this year’s institute
      • More on hiring
      • Interest in what members of a hiring committee are looking for
      • Changes statewide in terms of legislation, budget, etc. – big picture questions
      • Recognition that attendees may be teaching at multiple colleges and districts,
        have varying challenges and interests, and different lengths of time in teaching
        (newbies to seasoned part time faculty) – how do we appeal to all of them?

V. Possible General Sessions for 2018 Institute
   a. HR Presentation – on how you receive the step pay
      • “How Do You Make the Cut?”
      • Discussions of the Registry – Beth
   b. 10+ 1 and Union
   c. State of the State
   d. Mock Interview
   e. What’s Going on in the Legislature?
   f. Potentially have a job fair during breakouts/after lunch in ballroom to allow part time
      attendees to participate if interested; resume writing, other assistance?

VI. Possible Breakout Sessions – 5 strands (page numbers reference descriptions from program
    from last year’s institute)
   a. Pedagogy
      • Innovative Classroom Strategies - 3CSN
      • Classroom management page 4
      • ASCCC Professional Development College page 12
   b. Professional Development
      • Professional Confidence page 5
      • Applying and Interviewing page 7
      • Navigating the College Culture page 10
      • Other opportunities available for part time faculty page 13
   c. Leadership
      • Growth Mindset – 3CSN
      • Initiatives - page 8
      • Relationship with Faculty, Staff and Admin.
      • Critical Conversations
   d. Equity
      • Building Equity minded classrooms page 12
      • Talking Circle for part time faculty of color “Unique Challenges and Opportunities of
        Part-Time Faculty of Color”
      • AB 705
      • Student Services Sessions-Orlando
e. Miscellaneous/Catch All
   - 10 + 1 and Union
   - Review of Vitae and Teaching Philosophy-page 8
   - Here Are the Keys Now What?

f. Other potential topics:
   - Mentoring Part-time faculty at your College
   - Caucus last breakout on Friday
   - How to Continue the Conversation
   - HR breakout session
   - Portfolio review
   - Physical scientist portfolio review
   - Page 4 Pedagogy

VII. Spring Plenary Breakout session – will discuss with committee when spring program is approved

VIII. Other Items for Discussion
   a. Potential regional meetings for faculty who cannot attend the institute; Sam will bring up at exec

IX. Announcements/Events
   a. OER Regional Meetings – 9 and 10 February
   b. Spring Plenary Session – 12-14 April, San Mateo Marriott

X. Adjournment – 3:25pm