

Faculty Council Committee Report

Month: February

Year: 2024

COMMITTEE: Committee on Adjunct Faculty

SUBMITTED BY: Tyson, Stephanie

Last Meeting Date: (List date of last physical meeting or the dates of e-discussion)
Friday, January 19, 2024

Active Members: (List all members who attended meeting and/or contributed work listed in this report in order of last name, i.e., John Adams, Mary Barr, Fred Cox, etc.)
Bilal Abu Bakr, Bryan Beck, Tammy Cain, Stephanie Tyson

SUMMARY OF DISCUSSIONS/ACTIVITIES: (List the current items your committee is addressing, status update on those items, action items completed, any subcommittee work, person(s) responsible for each action item, etc.)

1. Before-Meeting Email communications with FC President, Rebecca Orr
 - a. Registration fees for TCCTA will be paid for 50 adjunct faculty, Thanks for this!
 - b. Facility issues such as locked doors and out-of-order elevators have been discussed
 - c. Procedure for low-enrollment classes being paid per-head. **What is the district procedure for opting out of teaching these classes?**
 - d. Review of District Absence Policy. Clear language should be added about paid time-off days for professional development, sick days, etc.
2. Membership on this committee and elected representatives on FC
 - a. Members of this committee are not necessarily elected to FC. Only the Adjunct faculty reps are elected. **Do we need to identify more members for this committee?** (Shannon Bates is listed but let me know she will not be able to serve.)
 - b. Steph is an elected representative to FC representing the Plano campus. However, she does not teach any classes in Plano this semester. Other reps are Clayton Cummings (At-large), Andy Galloway (McKinney) and Natalie Malin (Frisco). We discussed whether it was appropriate to have campus reps anymore since adjuncts are often teaching at multiple campuses. **Could the elections committee of FC weigh in on this?**
 - c. The elected representatives are not sure when their terms are over. Can this be shown on the FC page?
 - d. **How are candidates for the seats identified?** It was suggested we ask the nominating committee to consider electing adjuncts by discipline instead of campus, now that Coursevite facilitates multiple campus coverage by adjuncts.
3. Better communication. Several problems with communication were noted.
 - a. Adjuncts often do not know who to contact or how to do so when they run into problems such as a locked door, equipment not working properly, etc. **We propose a single place to find all this information.** Instead of reinventing the wheel, we are investigating adding adjunct-specific information to the current Faculty Starting Line canvas course. **We would also like to have a way for adjuncts to give feedback when they go to this page.** Suggestion box, a place to ask questions, etc.
 - b. Adjunct faculty may not know about events or changes in procedure taking place at the college which may impact them. **We will check if the Faculty Council newsletter goes out to all faculty members.** However, we understand that some part-timers might not read these.
4. Equipment and a place to work

- a. PT faculty must use their own equipment (laptops) when teaching. I believe at the HS, instructors need a laptop and cannot rely on a desktop being available as it is at Collin campuses. **Propose making equipment available for checkout.**
 - b. There is no good place for PT faculty to hold/attend zoom meetings on campus except the classrooms. **Propose a room in the library or eLC on each campus where faculty can record videos and take part in zoom meetings.** (There may be such a place, but it is not known to this committee.)
5. Hiring practices
Many adjuncts are teaching part-time because they want to have a full-time career in higher education. Some are not sure of the hiring practices and do not get feedback when they are not hired for a full-time position.
Is the Adjunct Faculty academy still in place?
6. How to increase feeling of “belonging”
How can we make part time faculty feel valued and that Collin is a place for them to belong?
7. Expanded Purpose Statement
- a. Our current purpose statement on FC site is: “PURPOSE: Address issues relevant to adjunct faculty members. Bring forth and keep the Council abreast of issues relevant to part-time instructors.”
 - b. **We propose rewriting the purpose statement to reflect an expanded goal.** Address issues relevant to adjunct faculty members. Bring forth and keep the Council abreast of issues relevant to part-time instructors. To support excellence in teaching and to “Shine forth/highlight” the value adjunct faculty bring to Collin College.

Summary of Action Items: (List action items currently underway)

Contact Pamela Darling Facio at eLC about the Faculty Starting Line Page. Investigate this Canvas course as a method to facilitate a single place to get basic information. **TAMMY CAIN**

Ascertain whether adjunct faculty receive FC newsletters. Explore appropriate and helpful ways to communicate important information. Suggest the Faculty Starting Line Canvas Page. Need to ensure Adjunct Faculty know about this resource.

Rewrite Adjunct Faculty Committee purpose statement to reflect an expanded goal that includes advocating for the value Adjuncts bring to the college and providing resources and mentoring for excellence in teaching.

COMMITTEE ITEMS FOR FACULTY COUNCIL

What is the district procedure for Adjuncts opting out of teaching low-enrollment (per head) courses?

What is the District absence / time-off policy for Adjuncts including pay for professional development and sick days (feedback given to this Faculty Council committee)

Waiting on Elections Committee feedback on Adjunct Representatives - suggested considering representation by discipline and ensuring all campuses are represented since Coursevite now facilitates multi-campus teaching by Adjuncts.

Locate designated space on each campus for Adjuncts to record videos and participate in Zoom meetings.

Confirm whether the Adjunct Faculty Academy is still in place.

Determine whether it is feasible for Adjunct faculty to receive improvement feedback when they are not selected for full-time employment.

Date of Next Meeting: First week of April, 2024

Confirmed? (Y/N): N