



San Juan College
Adjunct Faculty Services
Office of Learning

MEETING MINUTES
Adjunct Faculty Advisory Committee
Tuesday, October 14, 2008
3:00pm-5:00pm
Room 2C – Educational Services Building

Attendance:	Karen Acree, Alyssa Brown, Michael Clark, Sharon Curtin, Liesl Dees, Neil Fisher, Debby Sawyer, Jason Wentz Al Buyok, Yvette Begay (Administrative Assistant)	
Absent:	Georgia Cortez	
I.	Review & Approval of Meeting Minutes (09-06-2008) <ul style="list-style-type: none"> • AFAC Members approved the minutes as distributed. 	Committee Members
II.	Orientation for New Adjunct Faculty Agenda - <i>Attached</i> <ul style="list-style-type: none"> • Save inspirational video for Adjunct Boot Camp • Have Mike Tacha, Al Buyok and/or Dr. Spencer open with speech then committee members will do other announcements. 	AI/Committee Members
III.	Spring Adjunct Faculty Reception and Orientation Agenda <ul style="list-style-type: none"> • Reception will start at 6:30pm • No video – to allow for School Meetings to begin sooner 	AI/Committee Members
IV.	CTX Liaison to join AFAC discussion <ul style="list-style-type: none"> • How do you feel about a member as a liaison? <ol style="list-style-type: none"> a. Members suggested Laura Kerr would be a good liaison b. AI will discuss with Laura. 	AI/Committee Members
V.	Review/Feedback – Adjunct Boot Camp Program <ul style="list-style-type: none"> • Fall Cohort Program - <i>Attached</i> • Spring Cohort Program - <i>Attached</i> <ol style="list-style-type: none"> a. Have two groups going on at the same time b. The fall has nine meetings: #6 on fall schedule should be #2 on the spring schedule. <ol style="list-style-type: none"> 1. The change will be implemented c. All in agreement that the program will work better in two sessions. d. How will participants register? Online. 	Committee Members
VI.	Review/Approval Adjunct Faculty <ul style="list-style-type: none"> • Mentoring Program Subcommittee - <i>Attached</i> <ol style="list-style-type: none"> a. Members have agreed with deans selection b. AI will set up meeting 	Committee Members
VII.	Next Steps-Rank & Promotion Initiative - <i>Attached</i> <ul style="list-style-type: none"> • No progress at this time 	AI/Committee Members



MEETING MINUTES

Adjunct Faculty Advisory Committee

Tuesday, October 14, 2008

3:00pm-5:00pm

Room 2C – Educational Services Building

- VIII.** Disseminate Final Adjunct Faculty Services Brochure Committee Members
- Process for Updating-Only printed a few
 - What else shall we add/change
 - a. Go ahead and mark up as you please. Even typos.
 - b. Members will bring back next meeting with any corrections or ideas
- IX.** Items of Discussion from Advisory Council Members Committee Members
- New Items
 - a. Jason Wentz asked what is the ratio of AF teaching during the day vs. in the evening
 1. AI will find out through Institutional Research
 - b. Changing from Audit to credit – more time needed than what already is allotted
 1. AI will talk with Dr. Drangmeister, Associate Vice President of Student Services.
 - c. Student suggested: a nurse on campus.
 1. AI will talk with Mr. David Eppich, Vice President for Student Services
 - d. Clickers Presentation – Monday October 20, 2008 from 3:30-4:30pm in CTX
 - Previous Items
 - Course Waiver Bank Proposal - *Attached*
 - a. Michael Clark had a question as to whether years of service would be included in the Rank & Promotion changes.
 1. AI said that we may be able to go back a few years, but it is unlikely we can go back beyond that because the data is inaccurate.
 - Seth's Email from Debby Sawyer - *Attached*
 - a. Debby explained the letter to Seth regarding paying adjunct faculty when know that they will be absent and cannot teach a class. Some adjunct faculty -not an issue. Adjunct Faculty is not being paid when they sub for another Adjunct Faculty.
 - b. AI brought up at a school meeting.
 - c. Different between each school.
 - b. Faculty Handbook pgs 59-60 for full time, apply similarly to adjunct faculty.
 - c. Members agreed to applying same concept as full time faculty.
- X.** Next Meeting-Tuesday, November 18 from 3:00 – 5:00 PM AI/Committee Members