

# Marquette University

Subcommittee on Part-Time Faculty  
(Subcommittee of the Committee for Faculty Wellness)

November 14, 2007 Subcommittee Minutes

**Members Present:** Brian Truka (Chair) Maureen McAvoy, Thomas Kukowski

**Members Excused:** Ginger Lee, Sharon Crowe

**1. Call to Order:** 4:05 p.m.

**2. Approval of Minutes:**

The minutes from the Subcommittee on Part-Time Faculty that was held on 10/10/07 were approved. Mr. Kukowski indicated that he was willing to act in the position of secretary for this committee.

**2. Chair's Report – Brian Truka**

Mr. Truka provided committee members with the Statutes of the University Senate and the Bylaws of the University Academic Senate. A flow chart was also provided indicating that there is “1 Part-time Faculty Rep” as a separate entity from the Subcommittee on Part-Time Faculty.

The committee will need to determine the person assigned as the part-time faculty rep and determine his/her role in relation to this subcommittee.

Mr. Truka explained in greater detail the recent correspondence and his latest meeting with the chair of the University Academic Senate, Dr. Kristy Nielson. In accordance with the direction provided, first order of business will be the identification of some core issues that are identified as concerns of part-time faculty. It was discussed that it may be prudent for the committee to initially identify a small number of concerns to be forwarded as a motion for review and possible action.

Mr. Truka indicated that it was clear from his meeting that the University Academic Senate (UAS) and the Committee on Faculty Wellness are eager to hear from this subcommittee. It was discussed that the role and strength of this committee may be measured by the enthusiasm and response to our initial proposals.

Mr. Truka explained that once this committee formalizes a proposal for review/action, it would be made into a formal motion and (after the approval by this subcommittee), would be forwarded to the Committee on Faculty Wellness (CFW).

### **3. Old Business**

Additional discussion was held regarding the issues of pay, benefits, course sizes, and course assignments in regard to part-time faculty.

Mr. Truka furthered discussion regarding the number of the part-time faculty community and the percentage of academic courses that they instruct in their respective departments.

All members present discussed the lack of security in terms of future employment for part-time faculty. At present, it appears that contracts are offered only a few months in advance. This leaves even well established, high quality part-time instructors with financial and personal uncertainty from semester to semester.

It was further discussed as to whether there is consideration given to seniority on the issues of compensation, teaching assignments, and course volume. These issues appear to be in the forefront at this time for this committee. Additional significant issues to initially be addressed by this committee seem to be the issues of benefits for part-time employees, stability and security in teaching assignments.

### **4. New Business**

It was determined that the committee needed to initially collect information on compensation for part-time instructors. Information the committee will request will be the compensation of all part-time faculty members to determine if pay scales are standardized across the university, including Professional Studies. The committee will also attempt to determine if there is any additional compensation given to senior members of part-time faculty in any Department.

Ms. McAvoy agreed to make the effort to obtain this information through Ms. Twyla Baier (414-288-7265).

It was also discussed that the committee attempt to determine course sizes for part-time faculty. There is a concern that part-time faculty instruct many large classes with a heavy overall workload. Additionally, the committee will attempt to determine the percentage of part-time faculty in each department across the University.

Mr. Truka indicated he would attempt to obtain this information from Ms. Phyllis McCulleough from the Provost's Office (414-288-0646).

As previously discussed, the collection the above information will be to provide information to the committee for research and discussion. If warranted, formal motions may be prepared and forwarded to the Committee on Faculty Welfare for possible action, explanation, or remedy.

Information obtained may require additional research and workload from this subcommittee. It was agreed that subcommittee members will attempt to divide the workload in an equitable manner. If the workload is greater than expected, additional committee members from across the university may be recruited.

The role of this subcommittee was also discussed. There is the possibility that the subcommittee may explore the possibility of functioning as an ombudsman for part-time faculty. This possibility will be discussed and researched as a later date. It was discussed that if this were to eventually become a reality, additional members with specific legal/labor expertise may be needed.

The issue of benefits for part-time faculty was also discussed. As one of the next committee projects, information regarding benefits for part-time faculty will be researched and discussed. Currently, there appears to be a lack of knowledge regarding the specifics of benefits available to part-time faculty. Moreover, the issue of health-care benefits is critical to many part-time employees. It is intent of this committee to research this issue and determine, at the proper time, to forward a motion on the issue to the Committee on Faculty Welfare.

The next meeting for this subcommittee is scheduled for Wednesday December 12<sup>th</sup> at 4:00 P.M. Mr. Truka will obtain a location and advise of that information.

5. **Adjournment:** The meeting was adjourned at 5:15 P.M.

Respectfully submitted,

Tom Kukowski  
Subcommittee on Part-Time Faculty