

## Annual Report Form for University Standing Committees

<b>Date of Report:</b>	April 4, 2014
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<b>Name of Committee:</b>	Part-time Faculty Council (PTFC)
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<b>Chair of Committee:</b>	Yvonne Wichman (President)
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**Due Date:** Every year by **May 1**, each committee chair will send to the vice president/president elect of the Faculty Senate this Annual Report Form for University Standing Committees.

The annual report by University Standing Committees to the Vice President/President-Elect of the Faculty Senate is for the purpose of ensuring each committee is working as intended according to relevant handbook language. Please mark "X" in the appropriate box.

Affirmation of Compliance with Relevant Handbook Language	YES	NO
Is the committee working as intended according to relevant handbook language?	x	

The location of relevant handbook language that provides the purpose of the committee's work and the committee's membership or other information pertaining to the committee will be sent to the Vice President/President-Elect of the Faculty Senate.

<b>Identify the Location of Relevant Handbook Language</b>	Part-time Faculty in Shared Governance at KSU: The Part-time Faculty Council (PTFC) - Section E
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Any strategic plan goal(s) that aligns with the work of the committee will be sent to the Vice President/President-Elect of the Faculty Senate.

<b>Identify the Location of Any Relevant Strategic Plan Goal(s) that Aligns with Committee's Work</b>	1) PTFC Charter as established by the Faculty Senate 2) PTFC Bylaws approved November 2013.
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The work done by each committee is recorded in minutes of meetings. A web link to the minutes for the past year will be sent to the Vice President/President-Elect of the Faculty Senate.

<b>Web Link to Minutes of Committee</b>	<a href="http://www.kennesaw.edu/faculty/ptfc/">http://www.kennesaw.edu/faculty/ptfc/</a>
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The current list of members of the committee and, if applicable, the year each member's term of service ends will be sent to the Vice President/President-Elect of the Faculty Senate.

Name of Committee Members	Term Expires
Yvonne Wichman (President)	2015
Albert Slomovitz (President-elect)	2015

