

NTID Faculty Congress NFC Meeting Minutes
February 27, 2018
12 – 1:30 pm, SDC-2102

Chair: Jessica Trussell
Vice-Chair: Edward Mineck
Communications Officer: Austin Gehret

Attending: Mark Rosica, Austin Gehret, Patti Durr, Tao Eng, Edward Mineck, Marcus Holmes, Adriana Kulakowski

Absent: Jessica Trussell, Jennifer Gravitz, Catherine Clark, Leisa Boling, Camille Ouellette

Notetaker: Firoza Kavanagh

Agenda Item	Discussion / Status	Action Items
1. Discussion of feedback on bylaws	<ul style="list-style-type: none"> ● Continued to review feedback received from all depts, and subsequent comments; summarized into <i>Feedback Bylaws doc (Ed)</i>: <ol style="list-style-type: none"> 1. Engineering Dept feedback – most are new agenda discussion topics – should be added to topics list; only 1 feedback pertaining to bylaws which is that the department wants a report every semester instead of every year. NFC discussed and decided that the following will be generated and distributed by NFC: <ol style="list-style-type: none"> a. Summary Report at end of spring semester b. POW in fall semester c. Modified POW at start of spring; to show ‘work completed in fall’, and ‘more work added for spring’. ● Feedback Bylaws doc discussed at NFC and feedback incorporated into ByLaws: <ol style="list-style-type: none"> 1. ByLaws Version B created (by Austin); sections edited as shown here... 2. #1 Purpose – updated to clarify mission, advocacy, guidelines, correctly identify administrators, etc. 3. #2c Composition – updated ‘...department <i>is responsible for</i> identifying one rep...’ 4. #5d Meetings – #5d added ‘to ensure proper representation, each department Chair will be responsible for adjusting faculty schedules to allow access to NFC meetings. NFC will set up meeting schedule for each [upcoming] year. 	<p>Mark – send letter to At Large group to obtain their feedback on ByLaws.</p> <p>Austin – continue updating ByLaws Version B with any new feedback received; send to all NFC members with color tracking red/black only.</p> <p>NFC members – read ByLaws Version B from Austin and email any comments/feedback to all members</p>
4. Potential Agenda Topics for 2175 after By-laws approved	<ul style="list-style-type: none"> ● Review feedback received from all depts.; add any new topics not related to ByLaws to ‘Topics/POW’ doc: <ol style="list-style-type: none"> 1. For more transparency and to ensure that no feedback is ignored or lost. 2. Bylaws show procedure for how to add a new Agenda item. 	<p>Executive Committee – Review all depts’ feedback and pick out any non-bylaws related items to add to ‘Topics’ list which will become the first/next POW.</p>

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	3. Academic Senate has an online form on their website to petition 'Appearance Request Form' for any faculty on campus. At our college, faculty would approach their NFC Dept Rep with their topic and the Rep would bring it up at NFC meeting. More discussion is needed.	
Next Meeting	<ul style="list-style-type: none"> ● Tue March 6th noon – 1:30pm, sdc-2102: 1. Review and accept Meeting minutes (Feb 20 and Feb 27) 2. Collect and discuss feedback from At-Large group 3. Institute vote to occur after break 	Executive Committee – Send 2/20 & 2/27 meeting minutes, and <i>ByLaws Version B</i> doc, to all NFC members.

3-5-18 fxx