

**NTID Faculty Congress NFC Meeting Minutes**  
**April 3, 2018**  
**12 – 1:30 pm, SDC-2102**

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

**Attending:** Jessica Trussell, Austin Gehret, Edward Mineck, Mark Rosica, Tao Eng, Marcus Holmes, Adriana Kulakowski, Catherine Clark, Patti Durr  
**Absent:** Leisa Boling, Jennifer Gravitz, Camille Ouellette  
**Notetaker:** Firoza Kavanagh

| Agenda Item                                 | Discussion / Status  | Action Items  |
|---|--|---|
| 1. Review and Discussion of Bylaw revisions | <ul style="list-style-type: none"> <li>● <b>Bylaw revisions continued</b> – edits to all Articles for clarity and corrections, and revisions to incorporate departmental feedback:               <ol style="list-style-type: none"> <li>1. Footnotes need not repeat on all pages. Removed.</li> <li>2. Elections of Officers section clarification edits approved.</li> <li>3. NFC Rep votes and all-NTID votes clarified. All voting constituents of NTID will vote for ByLaw Amendments and other situations as requested by NFC. Voting results will be made public by the Communications Officer to NFC and NTID. Amendment statements moved to Amendments section in ByLaws.</li> <li>4. No time limits on constituent presentations at NFC or response turnaround time.</li> <li>5. Meeting schedule, dept rep selection, and majority vote percentages approved.</li> <li>6. Amendments section approved. Academic Senate language is vague regarding the order of voting processes. Feedback and voting are separate processes.</li> <li>7. List of topics for discussion is not part of ByLaws.</li> </ol> </li> <li>● <b>Vote to accept revised ByLaws:</b><br/>               Austin – motion to accept<br/>               Mark – second<br/>               Approved             </li> </ul> | <p><b>Executive Committee</b> – request clerical/admin support to run ballots/voting.</p>   |
| 2. Voting Ballots                           | <ul style="list-style-type: none"> <li>● <b>Next steps – setup voting for:</b> <ol style="list-style-type: none"> <li>1. NFC ByLaws – confirming vote for updated ByLaws.</li> <li>2. NTID Reps for Academic Senate – send confirming vote ballot results to NFC exec committee.</li> <li>3. Academic Senate Standing Committees – get nominees, send ballots for votes and confirming votes.</li> </ol> </li> <li>● <b>Voting and limesurvey timeline and procedure write-up: to be reviewed/updated</b></li> </ul>   | <p><b>Firoza:</b> #2 done 4/3.<br/> <b>Firoza/Jessica:</b> meet to work on #1 and #3.<br/> <b>Firoza:</b> update voting procedures.</p> |

| Agenda Item     | Discussion / Status  | Action Items |
|-----------------|--|--------------|
| 5. Next Meeting | <ul style="list-style-type: none"> <li>• <b>Tue April 17<sup>th</sup> noon – 1:30pm, SDC-2102</b></li> </ul> |              |

6-4-18 fjk