

NTID Faculty Congress NFC Meeting Minutes
September 11, 2018
12 – 1:30 pm, SDC-2102

Chair: Jessica Trussell
Vice-Chair: Mark Rosica
Communications Officer: Austin Gehret

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

Absent: Jessica Trussell, Jennifer Gravitz

Notetaker: Firoza Kavanagh

Agenda Item	Discussion / Status	Action Items
1. Introductions, Announcements	<ul style="list-style-type: none"> ● Introductions: Sandra Bradley will be NFC Rep for ASLIE. ● Announcements: <ol style="list-style-type: none"> 1. Vice Chair Mark will run this meeting; Jessica is out of town. 2. Review Minutes from prior meetings in team drive before each meeting ● 3. NFC Team Drive: <ol style="list-style-type: none"> a. for NFC members only b. access at google.rit.edu; login required c. contains draft/in-progress agenda, minutes, documents; for NFC members to review d. Austin will send out instructions for log in. e. NFC members can use Editing Mode 'Suggesting' to add comments in documents ● 4. NFC Website: <ol style="list-style-type: none"> a. for all NTID community b. access at NTID Academic Affairs Committees website; unrestricted public access c. contains approved/completed/final agenda, minutes, documents; for all NTID to review 	<p>Austin – Send google drive access instructions to all NFC members. <i>[Status: completed 9/12]</i></p>
2. Review previous meeting Minutes	<ul style="list-style-type: none"> ● Review Minutes from last year's May 1st meeting: <ol style="list-style-type: none"> 1. One minor correction 'tomorrow' changed to 'sometime in future' 2. Correction made on Minutes document in team drive (Mark) ● Vote on May 1st Minutes: Austin – motion to accept Cathy – second Adriana – abstain Approved 	

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<p>3. NFC Scope and Nature, and member roles</p>	<ul style="list-style-type: none"> ● NFC scope and nature – Review Bylaws: <ol style="list-style-type: none"> 1. Two years ago there was confusion about NFC’s purpose, who was involved, member roles, who could vote, what issues/topics NFC could and should discuss; many issues were brought to NFC that didn’t fit within NFC scope; representational model didn’t match the current structure of the Institute; 2. With our ByLaws revisions, we made changes so NFC can be a productive, functional body; all members will operate cohesively and collectively as one body, not individuals; NFC as a whole will work with administrators, and they will work with NFC, to have successful two-way communication. NFC represents faculty who teach, research and serve, including lecturers, and our departments. Faculty who wish to share ideas or issues should present them to their NFC rep who will then bring those ideas or issues to NFC.. We hope for a positive shared experience and hope everyone feels honored to serve the Institute by being on this Board (NFC). ● Representative roles and responsibilities: <ol style="list-style-type: none"> 1. Each representative’s role is to bring the collective wisdom, feedback, ideas of their department’s constituents to NFC, even if they may not agree with it; and they will also convey NFC discussions back to their departments through email, at department meetings, or other vehicles as needed. 2. NFC members are encouraged to review the new ByLaws often, to gain a more complete understanding of their roles; updated ByLaws are general but also contain detailed and specific guidelines. ● Review AAUP (American Association of University Professors) article on Shared Governance: <ol style="list-style-type: none"> 1. An article on Shared Governance is available for review on the team google drive and NFC website. It is an interesting article; may have different interpretations to different readers. 2. It mentions how administration can use faculty ideas and how faculty can link and relate to admin. 3. Academic Senate hosting Shared Governance Conference in December; Mark has been asked to facilitate this RIT wide event, more information forthcoming. 4. Shared Governance doesn’t mean faculty votes on everything, but rather that faculty can influence and broaden administrations’ perspective, and shape their decisions for the benefit of students, faculty, staff, and Institute. 5. AAUP group meeting on Thurs 11:00 to noon in 7B-2258; everyone (including non-members) encouraged to attend; beneficial for NFC reps to be AAUP members to get info re shared governance. 	<p>Executive Committee – Add RIT & NTID Policies links, and AAUP Shared Governance article to NFC website and team drive.</p> <p>NFC Reps – Review AAUP Shared Governance doc.</p>

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	<p>6. All are encouraged to read:</p> <ul style="list-style-type: none"> a. RIT policies – search www.RIT.edu and search for ‘policies and procedures’ → University Policies → Policies → Governance Policy Library → A, B,...Focus on section “E”. Faculty and Staff Policies b. Also, NTID policies – NTID.RIT.edu → President → Academic Affairs → College Policies and Guidelines <p>7. Charter of Academic Governance is available for review on team drive.</p> <p>8. Academic Senate (A.S.) meets every other Thursday; NTID A.S. Reps are Jessica Cuculick, Dino Laury, Austin Gehret and Pam Kincheloe; A.S strictly follow Roberts Rules of Order; Reps must be recognized by Chair to speak; all employees welcome and encouraged to attend as observers only; General RIT policy updates must be approved by A.S., Staff Council, University Council, Student Government.</p> <p>9. NFC will follow A.S. procedures for open invite to all meetings. Faculty should submit issues/ideas to their department’s NFC rep who will present to NFC. According to the bylaws, formal presentation requires prior approval from NFC executive committee.</p>	
4. Survey Results	<ul style="list-style-type: none"> ● Faculty priorities survey: <ol style="list-style-type: none"> 1. Last year, after ByLaws were updated, NFC reps had discussion about topics of interest with their departments. NFC cataloged discussion results from all departments and sent out a survey asking faculty to prioritize the top 4 issues that had been suggested/submitted by faculty previously. Survey also offered opportunity to write-in any other issue(s). Initial survey response rate was low (20) (sent last spring), so survey was re-sent last week, resulting in improved response rate (70). ● Prioritized list: Top 4 issues: <ol style="list-style-type: none"> 1. Review potential inconsistency for workload across all lecturers ranks – Executive committee will be meeting with administration directly about this. Some faculty responses said to make this issue general so it is applicable to all ranks – lecturer, tenured, tenure-track – to standardize workload expectations for all ranks across all departments. This information will be conveyed to administration. Ed mentioned that this issue is already a high priority at Academic Affairs Chairs Council (AACC). Looking forward to their perspective on this as well. 2. Request from the administration an update on the sign language expectations and assessments for promotion and tenure applications – new sign language expectations policy for promotion and tenure (updated March 2018 https://www.ntid.rit.edu/president/academic-affairs/college-policies) 	<p>Executive Committee – Find old sign language expectations policy; find out if new policy applies to all ranks. Send link & answer to NFC reps.</p> <p>Executive Committee – Send email to NTID: Welcome back, Survey results, thanks for participating.</p> <p>NFC Reps – Get questions from your dept re sign language expectations policy and bring to NFC on 9/25.</p>

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	<p>were not discussed with faculty. Peter Hauser has developed sign language measurement. He already expressed a desire to meet with NFC to discuss. NFC Reps should obtain list of questions from their depts. by 9/25. Ask via email to dept or at dept meeting about clarity, start date, and impact of policy on your dept. Sample question to obtain: Will existing faculty continue under old policy?</p> <p>3. Clarify the content of the recommendations included in the CEOCA report and the administration's response to those recommendations to date – Already a priority at AACC. CEOCA report (2016) summarized many (~15) different issues. Committee was co-chaired by Rick Postl and Denise Kavin. NFC subcommittee (Patti Durr, Catherine Clark, Adriana Kulakowski) will present plans for Charge and timeline on 9/25 to investigate this item, and plan to present their findings at end of semester. (A.S. sub-committees normally run for a year).</p> <p>4. Review the data on all NTID faculty searches over the past several years and make possible recommendations – selected by faculty as 'least important.' This item may be put on hold unless there is a strong desire to investigate. Many searches fail due to not enough candidates in the pool. Should language in searches be changed to successfully find candidates? Should there be consistency re: terminal degree being required or not? Communication skill level inconsistent also.</p> <p>● Summary of additional suggestions from faculty:</p> <ol style="list-style-type: none"> 1. Workload (5 additional comments) 2. Salary (6 additional comments) 3. Rest of comments were largely individual concerns/comments <p>Propose at 9/25 meeting the idea of membership forming a salary subcommittee? Review individual comments from survey and plan to draft a charge to be presented to NFC .</p>	<p>NFC CEOCA sub-committee – develop proposed timeline and charges and present to NFC on 9/25.</p>
5. Next Steps	<p>● Executive Committee Next Steps:</p> <ol style="list-style-type: none"> 1. Email survey results to NTID community. 2. Meet with administrators in early October to discuss top 4 common issues from faculty feedback last year, faculty prioritized survey results, NFC plan to address top 3 issues this year, and find out what administrators may want to discuss/address. 3. Make administrators aware of the morale/PR issue – undercurrent of 'climate of fear,' 'perception of favoritism' and 'getting in trouble for bringing up issues' persist for some people. One way to resolve may be by continuing to address top issues submitted as feedback and prioritized in faculty survey responses. Administrators may want to do something to change that perception to maintain reputation. NFC will invite HR Manager to NFC meeting to possibly investigate further. 	<p>Executive Committee – Invite Cliff Edington, HR Manager, to future NFC meeting.</p> <p>Executive Committee – in early Oct meet with administrators to discuss issues outlined in Next Steps.</p>

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	4. Will Gary Behm's interim AVPAA title be extended 1 more year? Ask administrators when AVPAA position national search will happen.	
6. Next Meeting	<ul style="list-style-type: none"> ● Tuesday Sept 25, 12-1:30pm, sdc-2102: 1. Review 9/11 Minutes 2. CEOCA sub-committee Charge and Timeline 3. Sign Language expectations – questions from departments 4. Figure out what to do with individual comments from survey(?) 5. Other 	NFC Reps: review 9/11 Minutes, add comments on google drive doc if needed, before 9/25

9-12-18 fjk