

**NTID FACULTY CONGRESS**  
**September 12, 2017**  
**Minutes**

- 10.01 PRESENT: Austin Gehret, Marcus Holmes, Ed Mineck, Camille Ouellette, Mark Rosica, Jessica Trussell
- 10.02 Minutes for May 9, 2017 were voted for approval (unanimous) with the following edits [edits are bold and red].

**In Minutes**

9.168 Charge 2: NFC should work with AAUP to address the inequities with workload responsibilities currently being experienced by professional staff who teach

**Change to**

9.168 Charge 2: NFC should work with AAUP to address the perceived **conflicts between job descriptions and POW** currently being experienced by professional staff who teach **(As recalled at the May 9<sup>th</sup> meeting)**

- 10.03 Reviewing charges from last spring:

Charge 1: Amending NFC bylaws in preparation for faculty vote at the beginning of the fall semester for lecturer membership (The way this is written now suggests it is a charge for the summer, not AY 2017-18)

Charge 2: NFC should work with AAUP to address the perceived conflicts between job descriptions and POW currently being experienced by professional staff who teach

Charge 3: NFC needs to address the issue of lecturers being assigned responsibilities that appear incongruent with their Plans of Work and a general lack of consistency of lecturer POWs at the institute

**Discussion:**

Charge 2: This will be removed from the committee's POW. Administration has given their response on this issue. Non-faculty are still allowed to bring teaching issues/topics to NFC via a request to be added to meeting agenda.

Charge 3: The concerns driving this charge need to be better defined. An NFC member highlighted tutoring contact hours as a real issue for lecturers in some departments. There needs to be clarification on the "28 contact hours" put forth for lecturers in the NTID workload documentation.

There needs to be institute, college, and department level consistency and enforcement on workload guidelines, a standard of workload that shows "fairness and consistency."

What are expectations for Lecturer workload at Institute, college, and department level and then how does “department need” influence those levels? How is it monitored for consistency?

NTID formerly had a workload committee that Stephen Aldersley served on. NFC member will investigate the whereabouts of that committee’s report as a first step.

Charge 1: After an analysis of the current by laws, it appears there is confusion of the current approved version of NFC bylaws. NFC will investigate the latest approved version of the bylaws, look at proposed recommendations, review last year's discussion regarding membership, and make recommendations for revisions as determined by university policies and procedures as followed by Academic Senate (AS). NFC strives to improve our communication so we are clear and transparent in our goals and activities. To that end, there needs to be a statement made on behalf of NFC to the institute stating:

1) Who we are:

2) Who are our members

3) Who votes

4) A summary on what happened last year with NFC, the bylaws vote and where we are headed in the future.

NFC will work on crafting an email to institute to address each of these

10.04 NFC member presentation on Provost’s proposed changes to the current academic calendar as introduced in the 9/7/17 AS meeting. In brief, there is a desire to revert the 14-week calendar to an “on-the-hour” schedule that would necessitate 50min classes. This would put the semester total for course credit hours below the minimum requirements for federal and middle states accreditation. To alleviate, the final exam period would need to increase to 150 minutes for 3 credit hour courses and adjusted accordingly for others. A survey will be sent out soon (sent on 9/16, votes collected on 9/21) asking for faculty feedback on these proposed changes and NFC members were asked to encourage their departments to fill out this survey.

10.05 Action items:

NFC will:

Craft an email to institute to clarify our functions

Identify last approved revision, review last year's proposed revisions, decide how to move forward regarding Bylaws changes

Investigate the status of the committee on the future of faculty at RIT regarding lecturer and tenure-track faculty workload

#### 10.06 Adjournment