

NTID Staff Senate Meeting Minutes

Meeting #2 – December 7, 2018

In Attendance:

Senate Members: Sean Flanagan, Tabitha Jacques, Cheryl Bovard, Jenna Stein, Sarah Schneckeburger, Jeremy Zehr, Katie Zuris

Ex officio Members: Gina Coyne (Representing RIT Staff Senate – Block 5)

Minutes:

Jeremy Zehr, distribution copies of the minutes from prior meeting and agenda for the day.

Previous meetings minutes were approved by unanimous vote.

- 1) Communications ground rule
 - a. Discussion regarding communication during NSS meetings. Staff Senators were asked to pick one mode of communication (English or ASL) to avoid confusion and provide clarity for all parties. A request was made to not use sim-com.
- 2) Information Gathering
 - a. Cheryl and Tabitha met with representatives from multiple shared governance groups around campus, to gather information regarding best practices for shared governance.
 1. Many of the shared governance groups emphasized collaboration to bridge gap between NTID Staff and President Buckley, NSS is NOT a Union
 2. General recommendations made regarding being part of search committee for higher-up positions, NSS would like to be part of the search committees, but via administration feedback, it would be better for members of the NSS to attend open forums during the hiring process instead.
 - ii. RIT Staff Council – met with Cathy Clarke
 1. RIT Staff Council meets every week, with open meetings every two weeks. On alternating weeks, the executive council has a closed meeting.
 - iii. NTID Faculty Council – met with Jessica Trussell & Mark Rosica
 1. Examined our by-laws and believe that the NSS By-laws needed to be a bit more robust.
 2. Don't cover more than 2 action items per year.
 3. Establish Leadership Style Limits
 4. Communicate with NTID, be clear and transparent.
 5. Not responsible for HR Issues
 6. Meets weekly, with open meetings every other week.
 - iv. NTID Diversity Group – Sarah Sarchet
 1. Consider advocacy and social issues
 2. By-Laws require that either the Chair or Vice Chair be deaf.
 3. When approaching President Buckley, provide a solution to the problem you are presenting.
 4. NTID Staff are concerned with signing in public spaces policy and its enforcement.
 - v. NTID Student Assembly – Taylor Repetski, Student President, Alana Smith, Student VP Vice Chair

1. Weekly meetings, every Tuesday from 7 to 9pm.
 2. By-Laws are 20 to 30 pages long.
 3. Willing to collaborate with NSS when necessary.
 4. Concerned with the use of sim-comm, request for people within the NTID community to pick a language and use it.
 5. Concerned with VR budget cuts to math and science.
 6. Believe that meetings should be open to all.
- vi. Bernie Hurwitz
- 3) The topic of meeting frequency was discussed.
 - a. NSS would like to be as transparent as possible, considering having open forums as well as closed meetings. The idea of meeting twice a month was discussed, with the first meeting as an open forum and the second meeting closed. A decision on meeting frequency was tabled until a later date.
 - b. It was decided that meetings in January and February would be closed, in order for NSS to determine an action plan, survey questions, and to gather concerns from the NTID community.
 - c. Meeting dates for the remainder for the Academic Year were decided upon. **Meeting dates would be: 1/18/19, 2/1/19, 3/22/19, 4/19/19, from 2 to 3pm**
 - d. Time would be needed to collect concerns, answer questions and develop a staff-wide survey.
 - 4) The topic of meeting locations was discussed.
 - a. After some discussion, it was decided that meeting location would be central to all members of NSS. Jeremy Zehr volunteered to reserve meeting rooms in the SAU for the next four meetings.
 - 5) By-Laws
 - a. On the advice of other governing bodies on campus, it was decided that the by-laws needed to be amended to further define roles of officers and add what may or may not be missing from them.
 - b. Kate Zuris and Jenna Stein volunteered to examine the by-laws, determine what is missing and bring their findings to present at our next meeting, 1/18. If any member of NSS would like to offer input for what should be added, email Kate or Jenna to have them included in their findings.
 - 6) Student Leadership Advocacy
 - a. The topic of student leadership advocacy and training was discussed. The question of how we give students tools to feel empowered to take on leadership roles when the time comes.
 - b. Do we need to develop a leadership program for students?
 - c. All student clubs and organizations have faculty advisors, but do not provide leadership training.
 - d. SLT offers one retreat for student leaders per year, but no training.
 - e. Should this be a collaboration with the NFC, NSC and students?
 - 7) Staff Issues
 - a. The topic was raised of taking the “pulse” of the current NTID staff.
 - b. Staff needs better understanding of what is and is not an HR issue.
 - c. Concerns were raised about how robust the ASL classes for staff are. It is felt that the classes are limited, making it difficult to advance beyond a particular level.
 - d. Concern about the general NTID hiring process. There is no standardization of training, and there is a need for a more uniform approach to hiring and training.
 - e. New HR hire is new to the search committee and does not seem deaf sensitive.
 - f. DAS hiring practices are different –

- i. In interpreting, interviews are conducted by management as well as staff interpreters with training for interviewing candidates. There is no consistency with how these interviews are conducted.
 - 1. There is no standardization for candidate hiring and searching for DAS.
 - ii. In RTC-NT, interviewing and hiring is conducted primarily by managers.
 - g. For some positions, candidate names were not disclosed.
 - h. There is a request for a better strategy and more transparency.
- 8) Signing in public spaces committee
 - a. General fear of RSI (Repetitive Stress Injury) in regards to interpreters and interpreting students.
 - b. Signing in public spaces is a great resource for incidental learning for deaf students.
- 9) General Goals for NSS
 - a. What do the staff at NTID need?
 - b. We represent NTID only.
 - c. The only issues we need to address are NTID related and not RIT related.
 - d. Ultimate goal is to show gratitude and enact positive change.
- 10) What is NSS Focused on?
 - a. Consistent messaging
 - b. Develop trust from constituents and leadership at NTID
- 11) A Google Drive will be opened up for all to share concerns given to them by staff.
 - a. NSS Senators should send their google drive information/user name to Jeremy Zehr to forward to Tabitha for setting up Google Drive.
- 12) Elections
 - a. Originally, elections are scheduled for exempt senators in April of 2019.
 - i. In order to remain consistent, a proposal was made to amend the by-laws to allow for current exempt senators to remain in office until elections in the spring of 2021.
 - ii. Jenna and Kate while be exploring changes to the by-laws and present them to the group at the next meeting.
- 13) Next Meeting:
 - a. President Buckley and Bernie Herwitz will be invited
 - b. Jenna and Kate will present findings for by-law changes
 - c. All will bring ideas for questions for the survey to the next meeting

These minutes are submitted for approval by Jeremy S. Zehr, Secretary, NTID Staff Senate