
In Attendance

Present: Janine Butler, Brian Trager, Troy Olivier, Scot Atkins, Catherine Clark, Adrianna Smart (12:30), Erin Auble, Jim Fugate, Patrick Graham, Lisa Johnston **Absent:** Annemarie Ross

Chair's Report – Patrick Graham

1. Approval of Agenda for meeting: Approved as written (Troy/Brian)
2. Communication Officer's report/approval of minutes
 - A. No report.
 - B. Special Emergency Meeting (12/10/24) minutes will not be posted on the NFC website as this was a closed meeting.
3. Department Updates::
 - A. Business Studies- none
 - B. Engineering Studies- Biggest issue is hiring chairperson for the department.
 - C. ASLIE- Created an Ad-Hoc committee for merit evaluation within the department and discussed workload for faculty.
 - D. Communication Studies and Services: Discussion regarding faculty title for clinical faculty positions.
 - E. Performing Arts- none
 - F. Computing Studies- none
 - G. Visual Communications- non
 - H. Liberal Studies- non
 - I. MSSE- Discussion regarding observation of faculty within Dept. of Deaf Education, Asked for templates from NFC members for observation.,
4. Chair's Report-
 - A. Discussion regarding new titles from the Academic Senate for lecturer positions, and clinical faculty. Teaching Professor will be used instead of Principal Lecturer, Associate Teaching Professor will be used instead of Senior Lecturer and Assistant Teaching Professor will be used instead of Lecturer. Workload expectations and salaries will remain the same.
 - B. We are still waiting for the Workload Scholarship Committee to complete their recommendations for the Workload Guidelines. Andrea Zuchegno is chairing this effort and Patrick will be asking her to join us at a future meeting.
 - C. MSSE is developing a concept paper for a potential new master's degree in Deaf Educational Administration. This is to help fill the need to develop future administrators at programs for the Deaf and Hard of Hearing. A survey went out to faculty to test the concept and there were 45 responses. Of the 45, 41 responses supported the idea of the concept. Lisa Johnson moved to support this concept as the NFC (Erin). All voted in favor.
 - D. Currently we have an arrangement to have an ENT doctor come and meet with our students

for their medical needs regarding their ENT needs. A proposal was submitted to the floor to change the title to "Affiliate Clinical Professor". Patrick moved to accept this and support The Communication Studies and Services department's recommendation (Scot). All voted in favor.

- E. Patrick and Brian met with Gary Behm to discuss "wellness dates" for our faculty in the Spring semester. The dates are: March 28th and April 21st. Details will be forthcoming.
- F. Another consideration would be to also include being literate in deaf culture. ASL classes are offered to those direct reports who have deaf staff.
- G. Patrick mentioned that both MSSE and ASLIE have templates for plans of work and will send them to the group. He suggests that we take a look at come up with a standard POW for the college for consistency purposes. The challenge is to address the unique needs of each department. It was agreed that since faculty all are bound by the same areas as a college (Teaching, Communications/Diversity, Scholarship and Service), that one form should suffice for all departments. Patrick is asking us to meet with our departments to discuss our unique needs. Patrick will attempt to send out a PPT for us to use at our department meetings,

5. New Business- None

6. Adjournment of Meeting at 12:55 p.m. (Brian, Troy)

Respectfully submitted,

Communications Officer, Scot Atkins