

---

## In Attendance

---

Sandra Bradley, Clayton Ide, Troy Oliver, Brian Trager, Annemarie Ross, Catherine Clark

Absent: Adriana Kulakowski, Denise Kavin, Patrick Graham, Jim Fugate, Luane Haggerty

---

## Chair's Report – Brian Trager

---

1. Approval of Agenda
  - A. NFC members unanimously vote to accept agenda
2. Communication Officer's report/approval of minutes
  - A. Not enough quorum for approval of minutes
    1. Tabled to next meeting
3. NFC Representative Reports
  - A. NFC REP: Wondering update on workload guidelines?
    1. Still waiting to hear from administration on when they plan to present on it.
    2. Appears to be disagreement amongst workload committee, they want to make sure it is finalized before presenting to NFC
    3. NFC reps agree that a vote will not be held on the day they present to make sure appropriate discussion and thoughts go into this document.
    4. Brian and CJ might work together to develop a way to get institution-wide perspective on this. (Work in progress – more discussion needed)
  - B. NFC REP: Concern about consistency in how Chairs evaluate fellow department members. Not all us the same process at the end. Some meet with their department members afterwards and some just have them sign and submit electronically?
    1. Should have guidelines so that it is consistent and transparent.
    2. Criteria for appraisals should be set and shared with departments?
4. Town Hall Discussion
  - A. The town hall was efficient but some colleagues outside of NFC felt like some answers were "flowered" up a little bit
  - B. Appreciate the effort and willingness of Gerry and Gary in doing the town hall.
  - C. The set up went well, and the anonymous questions were great. Should be done again.
  - D. Will set up another one for the fall and aim to have one every semester to establish communication between administration and faculty.
  - E. Some things still vague and didn't really get a straight answer.
    1. Like on salary, didn't really get a clear answer on that.
  - F. Should advertise food better, many faculty didn't realize food was provided until they arrived.
5. Working remotely
  - A. Guidelines should be clear – not all faculty follow expectations of working on campus.

1. Contact hours with students means you should be present on campus.
  
6. Officers for next academic year
  - A. Nominations are welcome as we need to determine officers for the next academic year for the NFC!
  
7. Adjournment

NOTE: Agendas are subject to alternation by Representative action. For example, items scheduled for discussion only could come to a vote if a Representative calls the question and 2/3 or more of the NFC agrees.