
In Attendance

Sandra Bradley, Erin Auble, Catherine Clark, James Fugate, Brian Trager, Clayton Ide, Patrick Graham, Scot Atkins, Annemarie Ross, Troy Oliver, Denise Kavin

Additional guests: Kelly Metz-Davis (To discuss updates on Workload Guidelines once again)

Chair's Report – Brian Trager

1. Communication Officer Update
 1. Website is updated
 2. Approval of minutes
 - A. September 5th minutes approved.
 - B. September 19th minutes approved.

2. NFC representative reports
 - A. Faculty wants to know how they can feel more appreciated by Administration
 1. What happened to Bring kids to work day?
 2. Should have shirts for all NTID, not just split by department possible?
 3. Everybody should ask their departments what they want to do in terms of appreciation?
Any ideas from them?
 - B. At-Large list finalized – 12 people as of this meeting
 - C. Is there any update on Professor of Practice, department is wondering?
 1. (Will check on that and get back to us)
 - D. There needs to be a standard for training staff assistants. They shouldn't be training themselves/each other. There should be a procedure for this.
 - E. There's no representative for NTID on the Global Ed Committee? Why? Need to look into that and make sure NTID has a representative.
 - F. Are there any new policies regarding AI that we should be including in syllabus? Any other requirements we should be including in the syllabus, if any?
 1. AI is really a tool for use?
 - A. Do we have a repository for syllabi?
 - B. Invite Matt Lynn to next meeting?
 - G. NTID mission is Q L D! Should we revise it? Been a long while?

3. Workload Guidelines Update (Kelly Metz Davis)
 - A. Letter was sent to administration – waiting for a response. Deadline was yesterday.
 1. Response from Workload Guidelines was read in the meeting.
 - A. Five Columns chart is greatly improved.
 - B. Will send NFC members the workload guidelines and they can send it to their departments. Trager will also send it college-wide for everybody to see.
 - C. Old guidelines is from 2019 if you want to look at it for comparison.
 - D. Reminder: TOWN HALL

1. October 17th at 12:00pm – 1:30pm
2. October 18th 12:00pm – 1:00pm on ZOOM

4. Adjournment