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## In Attendance

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

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## Chair's Report – Brian Trager

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1. Communication Officer Update
  1. Approval of minutes
    - A. October 3<sup>rd</sup> minutes approved
    - B. (No meeting on October 17<sup>th</sup> due to townhall, so no minutes to approve)
2. NFC representative reports
  - A. Several representatives shared the same concern being expressed among faculty from several departments on student's mental health and what is being done about it.
    1. Need some kind of response from Administration ASAP
    2. A plan needs to be put into place to address this!
  - B. Need to review what faculty wants from being appreciated by administration.
3. Workload Guidelines
  - A. Townhall went well – hopefully we can wrap up the Workload Guidelines soon as POW discussion will be coming up quickly.
    1. Seems to be mostly tenured faculty that might be concerned about the guidelines.
  - B. Proposed to have it be put up to college-wide vote instead of representative so that everybody can get eyes on the document and vote themselves for or against the document.
    1. Seconded.
    2. ALL VOTED IN FAVOR (PASSED)
  - C. Will send out E-mail through Firoza for the vote (*Representative will also E-mail their department when the E-mail is sent out by Firoza*)
    1. Deadline should be made before our next meeting so we can see the results and send official results to administration.
4. Mental Health Support
  - A. Not enough breaks for students/faculty
  - B. Students mentioned that some courses are way too much, and teachers are not working with them.
  - C. Faculty not sure what we can do as we can't counsel them, but what about mental health training? That might help.
  - D. Set up a task force with staff/faculty to set up an action plan to address this – the sooner the better!
    1. Brian and Patrick will set up a meeting with Gerry and come back to the next meeting with updates with what they have planned.

5. Several old businesses
  - A. We need to focus on what we've brought up with old businesses in previous meetings and set up action plans for them:
    1. Finish up Workload Guidelines
    2. Mental Health
    3. Appreciation from administration
    4. NTID mission statement

6. Adjournment