

NTID Faculty Congress NFC Meeting Minutes
February 26, 2019
12 – 1:30 pm, SDC-2102

Chair: Jessica Trussell
Vice-Chair: Mark Rosica
Communications Officer: Austin Gehret

Attending: Jessica Trussell, Mark Rosica, Austin Gehret, Adriana Kulakowski, Catherine Clark, Tao Eng, Patti Durr, Edward Mineck, Marcus Holmes, Sandra Bradley

Absent: Jennifer Gravitz

Notetaker: Austin Gehret

Agenda Item	Discussion / Status	Action Items
1. Announcements	<ul style="list-style-type: none"> ● Announcements: n/a 	
2. Review previous meeting Minutes	<ul style="list-style-type: none"> ● Review of 2/12/19 minutes: ● Vote on 2/12/19 Minutes: <ul style="list-style-type: none"> ● Motion: Austin ● Second: Patti ● Approved – 7; 1 absent prior to vote; 2 abstentions 	
3. Language and Communication Task Force charge update	<ul style="list-style-type: none"> ● Charge with NFC feedback included sent to administration on Friday (2/22). Katie said she'd reply soon, has some feedback on comments related to student evaluations to clear up with NFC. 	
4. Introduction of workload hot topic and discussion of plans of action	<ul style="list-style-type: none"> ● Executive committee consulted with Gary Behm and Katie Schmitz about current workload concerns and/or efforts at NTID to investigate these issues. <ul style="list-style-type: none"> ○ Gary was aware of an institute-wide effort to examine workload across all colleges. Future of faculty taskforce is the investigating body <ul style="list-style-type: none"> ▪ (Tracey Magin and any other NTID reps should be invited to discuss). ○ At NTID, neither Gary nor Katie was aware of current efforts to investigate workload concerns. ○ Katie is concerned about the topic of release time, applied differently across departments. ● Some RIT lecturers may teach four classes that are essentially four sections of the same course. NTID, rarely runs multiple sections of the same class, workload is thus compounded by this reality. <ul style="list-style-type: none"> ○ POW should be addressing these concerns, but are they discussed when created between faculty and chair? ● Austin developed a rough draft version of a workload survey via Qualtrics that uses the current NTID workload guidelines. 	<ul style="list-style-type: none"> ● Austin will ask about workload investigations in his department. ● Executive committee will work to get survey ready for informal review by NFC

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	<ul style="list-style-type: none"> ○ In its current state, it's exhaustive in what it aims to collect. ○ If employed, response rates will likely be low due to length. ○ How do we ensure a good response? How can it be quantifiable? ○ What should the survey gather? Prep time must be a consideration but it is really difficult to measure. Likely why it has never been a consideration for workload. Liaison efforts should be considered. Release time practices for professional development purposes (i.e., obtaining terminal degree) ○ The perception people have about workload should be considered in the survey too. Is this quantifiable though? ○ NFC will have more power if we have concrete data to present to administration. This is a benefit of running the survey. ○ Survey should include ranges for workload targets instead of actual specific numbers. This would likely help increase response rates. ○ Gary Behm has expressed his support for NFC administering a survey provided it follows the current workload guidelines and does not bias the responses. ● Should be a parallel effort to meet with chairs for each department to investigate workload assignment practices (e.g., release time, prep time, tutoring responsibilities, etc.) <ul style="list-style-type: none"> ○ Collect the workload form each department uses to see what type of information is collected and counted. How to obtain? Contact the support coordinator. ● Need to develop the questions for consistency in what is sought from the "interviews." Possibly have Ed and Jennifer involved in this as they are chairs themselves. 	
5. CEOCA update	<ul style="list-style-type: none"> ● CEOCA subcommittee update <ul style="list-style-type: none"> ○ Peter Hauser is going to collect numbers related to the Language Communication Background Questionnaire (LCBQ). The subcommittee also contacted Ken Finton regarding the interpreting data for NTID. <ul style="list-style-type: none"> ▪ What is the process for requesting interpreting? ▪ Who is responsible for fulfilling requests at NTID? 	
6. Terms of service expiring this semester?	<ul style="list-style-type: none"> ● NFC reps with terms expiring 2019 <ul style="list-style-type: none"> ○ Austin. Bonnie Jacob has agreed to replace Austin as Science & Math rep starting fall 2019 ○ Marcus. ○ Catherine. Catherine has agreed to serve for a second consecutive term (expiring 2022) 	<ul style="list-style-type: none"> ● Marcus will confirm with his department there is no objection to serve a second

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		term for Engineering.
7. NFC officer elections	<ul style="list-style-type: none"> ● By March 15th, any interested NFC representatives wanting to apply for an officer position need to express their interest via email to Jessica. ● 	
8. Next Meeting	<ul style="list-style-type: none"> ● Next meeting 3/19, 12-1:30pm, SDC-2102 	Review/modify/discuss the workload survey