Campus Council Minutes
September 4th, 2014 – 3:15 pm
Provost Conference Room

Present:

Absent:

I. Approval of Agenda
   A. Meeting was called to order and minutes were approved.

II. Welcome
   A. All present members on the Council introduced themselves.

III. Classified Staff Balance To Faculty
   A. It was brought to discussion that due to midterm vacancies that have yet to be corrected, the Council would have to act for volunteers to possibly resign [by this Friday] or would need to get more faculty members.
   B. The faculty handbook/constitution was pulled out as a reference to the ratio of which the Council should be based on.
   C. It was brought to the Council’s attention that there should have been a committee on committee representative.
   D. It was also mentioned that Campus Council has alternates for classified staff and the question came up as to whether the Council can remain imbalanced.
   E. The observation on the outcome of NOVA’s new on-time registration policy was brought to the discussion.
      • The initial response to the on-time registration policy was that the administration who worked to put the policy together did an outstanding job and implementing the policy ran smoothly.
         ➢ However, it was recognized that enrollment is down, compared to the last academic year, since the implementation of the new policy.
         ➢ The main issue that divisions are trying to figure out is exactly which students are dropping from enrollment. The students who are dropping may be those between 17-24 year olds, since the new on-time registration is geared towards that demographic of students.
   F. A new advertising program was brought to the discussion to show students how they can earn a General Education degree by enrolling in hybrid courses with free parking [at night].
   G. Council positions were brought to question and it was confirmed that the Vice Chair is in fact an elected position while parliamentarian is an appointed position.
   H. It was moved that item IV on the agenda be moved to the end of the meeting.

IV. Ensure Campus Is Represented on Council
   A. It was brought to the discussion that there should be a balance for the Liberal Arts division and since Wilma Parker is no longer the Associates Dean, the position was given to Andy.
B. It was discussed that the representative of the Liberal Arts division is an appointed position and that the person in the Liberal Arts division resigned but did not want to inform the council without proper representation.
C. The Council will look into getting a Liberal Arts representative.

V. Campus Reward and Recognition Program
A. The college-wide program has sent out requests to have members volunteer to familiarize Campus Council with the program and provide information on the program.
B. It was mentioned that the position of parliamentarian must be represented and need not be a member of the senate.
C. It was moved that the Council should revisit the discussion on the parliamentarian position by the next Campus Council commission for the interest of time.
   - It was mentioned that a brief quick training for any new potential parliamentarian should be provided to them.

VI. Updates
A. Salary Compression was brought to discussion as well as other important issues such as mental health and parking.
B. It was announced that there will be a memorial service for the Coordinator of Counseling, Mr. Raymond Jones on October 20th (?) including representatives from the campus who had many shared experiences with him. Everyone is welcome to come and pay their respects.
C. Faculty wants training on AED defibrillator devices.
   - There was advertising for training including a mass e-mail that has been sent out.
D. The smoking issue was brought to discussion.
   - The campus policy now acknowledges e-cigarettes, including professors who have started to notably restrict the use of them in their course syllabi.
   - It was encouraged that the Student Government Association (or SGA) approach Dr. Templin about going to the legislatures in Richmond to push for a smoke-free campus.
E. The issue of summer pay was brought to the discussion.
   - The faculty handbook as of 614 still reflects 7 and has not been corrected as of yet.
F. Tom DiCato and Jessica Gardner from Student Life are offering training sessions on Robert’s Rules some time next month or sometime within the near future.

VII. Round Robins- Introductions and Issues of Importance To You
A. The issue of separation with faculty/students bathrooms by putting codes on faculty/staff bathrooms in the CA and CC buildings was brought to the discussion.
   - The main concern is that students have been using those bathrooms consistently however there is an issue with denying students the right to use the bathroom -mainly because it is handicap accessible, which would
cause an inconvenience towards students with disabilities.

- A suggested solution was that these bathrooms should remain accessible but should have a key of some kind in order to access them.

B. Another issue brought to the discussion was the side-door left open and unlocked in the back of the CC building, meaning anyone could have access inside of the building.

- This concern was recognized as a safety issue so the idea was suggested to somehow implement locked access codes on the doors or have swipe-in ID cards installed.
  - The central NOVA card office can lock the doors, however it may cost up to $500 each. – This is a costly solution but would help keep a lot of unwanted people off of campus grounds.

C. The new advising program for first-year students was brought to the discussion.

- It was suggested that this specialized advising for new students should be assessed.
- Since the summer advisors who are paid were funded to staff the first-year advising center program, there were questions raised as to if there are more efficient ways to utilize those funds.
- During assessment of the first-year advising program, it would be important to compare student retention rates and assess if there is any relationship with retention rates and first-year advising.

D. The issue of starting the semester in the middle of the week (on Wednesdays) was addressed as it creates problems for the first week of lectures, especially with science courses.

- The mid-week start caused science courses, such as Chemistry, to fall behind in schedule due to the way the classes are typically ran.
- However, Senate voted for courses to start on Wednesdays so that professors could end on-time and early in time for Christmas.

E. The issue of On-Time registration was brought back into the discussion since it is a cultural shift to the NOVA college system.

- It gives students the idea that they are not under control and is affecting enrollment in a negative direction.

F. It was discussed that the Council should support more rewards and recognition to be given for adjunct faculty in order to raise merit.

G. The issue of salaries for faculty and administration, involving Payroll, was brought into the discussion.

H. Smoking on campus was discussed and the Student Government Association’s upcoming event, the Great American Smokeout, was mentioned as well.

- The Great American Smokeout is an annual tabling information event on the NOVA Annandale campus hosted by SGA in order to raise awareness about the ailments of smoking to the student body. At the Great American Smokeout students will be provided with informative pamphlets, anti-smoking giveaways and anti-smoking pledge cards.
I. It was brought to the discussion that there should be a mentorship program for
first-year faculty members to familiarize themselves with NOVA policy, which
to some new faculty can be somewhat of a culture shock.

J. The issue of mental health was discussed and how health professionals should be
present on campus.

K. It was moved that Council should hold a discussion on the Vice Chair.

VIII. Adjourn
A. The meeting was adjourned.