Administrative Council Meeting
October 24, 2006

Members Present: Vice President Baker, Mr. Foley, Ms. Graves, Dr. Hill, Dr. Hinton, Dr. Saperstone, Dr. Tardd, President Templin, and Ms. Wilhelmi.

Dr. Monica Sasscer represented Vice President Sachs.

Dr. Athos Brewer, ACE Fellow and Dr. Sharon Robertson, Associate Vice President for Academic Services, also attended.

Guest: Ms. Donna Plasket, Director, Bachelor of Interdisciplinary Studies, School of Continuing & Professional Studies, University of Virginia

Potential U.Va. BIS degree program:
- Dr. Templin reported that preliminary discussions are underway regarding a potential degree program for NOVA students at the University of Virginia. He referred to NOVA’s Strategic Vision 2015: Gateway to the American Dream, which states, “Because of the quality of its teaching and instructional programs it will be regarded as a ‘preferred provider’ of college transfer students by Virginia’s and the National Capital region’s most selective universities.”
- Ms. Donna Plasket presented information on the Bachelor of Interdisciplinary Studies program at the University of Virginia’s School of Continuing and Professional Studies. Ms. Plasket advised that there are presently 200 students enrolled in this program.
- This degree focuses on the needs of adult learners by offering a part-time program with evening and weekend classes. It is designed to build upon a person’s previous college work with liberal arts and professional courses that encourage cross-disciplinary thinking. Students often pursue this degree as a means for career advancement. U.Va. presently has a partnership with Tidewater Community College for off-grounds delivery of the BIS program.
- The four components of the BIS curriculum are
  o a concentration comprised of upper-level courses
  o Liberal Studies Seminars, three of which are unique to the BIS program
  o electives outside the concentration
  o a Capstone Project enabling students to synthesize their education and experience
- Concentrations include business, humanities, social sciences, and, in some cases, an individually designed curriculum. The individualized program may be used to prepare for teacher licensure by developing an education program that combines general education and BIS course work with professional courses in the Curry School of Education.
- Requirements include 60 transferable semester credit hours and any relevant prerequisites for a concentration. Students applying to this program should be in good standing with a minimum 2.0 GPA from the last college attended, at least four years past high school graduation, and hold no previous degree from a four-
year institution. Ms. Plasket noted that the transcripts of prospective students are assessed prior to their officially applying to the program and that high school transcripts and SAT scores are not required.

- Students participating in this program are eligible for financial assistance through Access UVA. Although four years is the average time needed to complete the program, seven years are allowed for its completion.
- Ms. Plasket will contact the provosts regarding setting up focus groups to assess the interest of NOVA students and faculty in such a partnership.

Curriculum Committee Recommendations:

Dr. Robertson presented two items from the Curriculum Committee.

- Approve new ITN course: Voice over Internet Protocol. Strongly recommended by the IT Advisory Committee and supported by the faculty and deans with responsibility for IT, the course is intended for students who have some knowledge of the IT field and who work in or plan to work in the networking speciality of IT. Dr. Robertson noted that no course that covers this aspect of IT currently exists in the VCCS Master Course File.

  The Administrative Council approved the new course ITN 2xx Voice Over Internet Protocol course to be effective Spring 2007. The proposal will now be forwarded to the VCCS Course Review Committee for final approval.

- Approve discontinuance of the Opticianry plan of study in Technical Studies, A.A.S. The Allied Health Technologies Division recommended the discontinuance of the Opticianry plan of study under the Technical Studies A.A.S. degree program as there have not been any graduates or students placed in the plan over the past several years. As an associate degree is not required to become a licensed optician in Virginia, online materials and an online test are normally utilized. This recommendation is also in response to VCCS guidelines regarding duplication of degree programs at other VCCS colleges (J. Sargeant Reynolds Community College offers an Opticianry A.A.S. program) and the requirement that Technical Studies plans of study must be either elevated to stand-alone degree status or discontinued after three years.

  The Administrative Council approved the discontinuance of the Opticianry plan of study under the Technical Studies A.A.S. degree program to be effective Spring 2007.

Enrollment Management & Student Success:

- Student Success Innovation Awards
  - Dr. Templin stated that proposals for the campuses’ student success pilot activities are due by November 15. Each pilot will receive a $25,000 grant from the Innovation Fund in support of these activities following approval of the proposal.
  - The proposal for student activities submitted by the Alexandria campus will be discussed at the Administrative Council meeting on October 31.
Manassas Campus Phase III & Master Plan:

Dr. Hinton welcomed the Administrative Council to the Manassas Campus. She discussed the history of the campus, provided a snapshot of the campus today, and discussed future plans and opportunities.

- The Manassas campus is located in the midst of one of the fastest growing areas in Northern Virginia. It serves high schools located in western Prince William County, western Fairfax County, Manassas City, and Manassas Park. Prince William County Public Schools is now the second largest system in Virginia and has plans for the completion of two additional high schools by 2015. Dr. Hinton also noted the rapid growth in retirement communities in this area.

- Special programs available at the Manassas campus include
  - Automotive
  - Biotechnology
  - Early Childhood Development
  - Fine Arts
  - Welding

- Among the major strengths of the campus are the strong Dual Enrollment and English as a Second Language programs. Dr. Hinton also noted the very successful Math Center and the newly completed Student Services Center.

- Due to space limitations on campus, 10% of the evening courses are held at Metz Middle School.

- Work-specific English classes for speakers of other languages, training in cultural interactions, and foreign language training for business and industry are provided by the CEWD office and academic division. The Manassas Campus is partnering with the Woodbridge Campus to pilot a Prince William County Regional Workforce Program.

- Among the new academic programs being explored are
  - Expansion of the biotechnology program
  - High performance manufacturing
  - Electronics/engineering
  - Transportation technologies
  - Aviation technologies
  - Building technologies
  - Health technologies
  - Gerontology

- In addition to the opportunities for the college resulting from the growth and diversity of the services area, other opportunities discussed by Dr. Hinton included:
  - Anticipated funding for the campus’s Phase III Capital Project
  - Congressional earmarks for Biotechnology and the initial planning funds for a Technology Center
  - The Minnieland PPEA to build a new facility to house the Early Childhood Development program and a day care center.
  - Interest in a Center for Culture and Language.
2006-07 Faculty & Classified Staff Salary Plans:
- Dr. Templin will discuss the 2006-2007 faculty and classified staff salary plans today at 2:00 p.m. in the Ernst Cultural Center Forum.
- Vice President Baker reported that notification of pay increases for classified staff based on competitiveness will be distributed soon to the supervisors of those eligible. Notification will then be sent to the eligible classified staff members.

Campus Beautification Grants:
- Design proposals for the campus beautification grants are due November 15.
- Campuses requiring a new master plan should return the scored proposals to Bill Chamberlain as soon as possible.

College Board October Work Session Follow Up:
- Dr. Templin reported on the College Board work session held on October 20. The discussion focused on strategies for financing 1.3 million square feet of new or renovated space. These strategies included traditional funding, non-traditional funding, the Education Foundation’s upcoming capital campaign, and revenue received from the localities.

The next Administrative Council Meeting will be held on Tuesday, October 31, at 9:30 a.m. in the Large Board Room.

Tracking & Upcoming Items
- New Faculty Position Allocation – October 31
- Report on evaluation of sum & fall registration and advising process – October 31
- CE/WD Quarterly Report – October 31
- Assessment of Faculty Hiring Procedures – November 17
- Congressional earmark proposals