Administrative Council
May 14, 2013

Members Present: Vice President Bansal, Dr. Buchanan, Vice President Dimkova, Mr. Foley, Vice President Gabriel, Dr. Hill, Dr. Leidig, Dr. Ramsammy, Vice President Sachs, Dr. Saperstone, Executive Vice President Schiavelli and President Templin.

Guests: Dr. Lorenzo Foxworth, Associate Vice President for Workforce Development, for Vice President Gary.

Access

- **Summer Enrollment:** Summer enrollment for the week of May 15 was down by 17.2 percent in comparison to the same time period last year.

- **Fall Enrollment:** Fall enrollment figures for the week of May 15 showed an increase of 27.8 percent in comparison to the same time period in May of 2012. Total students applied to date are 5,052 with 490 students who have already registered.

Dr. Templin suggested the need to map out a process in order that students have one NOVA contact for early communication, reemphasizing the importance of Advising Specialists in the process to provide a critical and first opportunity for student success.

Student Success

Dr. Gabriel distributed data on five-year graduation rates for first-time to college students from Fall 2002 through Fall of 2007. Data showed the more courses students registered for and completed, the greater the graduation success rates.

Dr. Templin hypothesized that if students were successful early on in their coursework, they would likely be more successful overall, and if they could attend full-time rather than part-time, they were more likely to succeed. He pointed out the need to continually monitor and disaggregate the data to find out where NOVA is succeeding and with what student groups, as well as those groups for which the design is not working.

Summer & Fall Adjunct Faculty Workload

Dr. Schiavelli gave an update on the summer adjunct workload, and explained the plan developed by IT for team teaching the four-credit courses and how this would be put into the PeopleSoft system. He indicated next steps needed were to ascertain what and where adjunct faculty are teaching, and determine who is responsible if adjunct faculty teach beyond the credit hour limit. Dr. Sachs will organize a PeopleSoft training session for all Provosts, Academic Deans and Administrative Assistants.
FY2014 Salaries

Dr. Templin informed Council members that the Governor signed off on the budget which will provide a 3 percent salary increase for all teaching, administrative and professional faculty and a 2 percent increase for all classified staff, plus $65 per year for those who have been in the system for at least 5 years and up to a limit of 30 years. After the State Board meets, and if the tuition differential is approved, NOVA will likely be authorized additional increases for some employee groups.

NOVA First Campaign

Dr. Templin led a brain-storming session on suggestions for presenting NOVA in the most effective manner. He compared NOVA to a broad umbrella under which advantages could be realized: cost effectiveness; guaranteed admissions to Virginia’s four-year state institutions; a high quality education with good job opportunities for graduates; and one-third the total cost of a four-year degree with the optional completion of 2+2 or 3+1 programs.

Dr. Templin stressed the need to give thought to being as strategic as possible about what is offered in one of the foremost technology regions in the country.

College Senate Recommendation

Dr. Templin informed Council members about a recommendation that was voted by the Annandale Student Government Association and referred through the Annandale Campus Council to the College Senate that asked for approval to ban all hookah pipes at the college. Dr. Templin will look into the issue further and will call for the full resolution presented to the College Senate.

May NOVA Board Meeting

Dr. Templin pointed out the agenda items for the upcoming May 20 NOVA Board meeting, to include a distance learning report, election of new board members, the amendment to the By-Laws to add a non-voting student to the Board, the proposed weapons policy, and ACCT nominations.

Commencement

Dr. Templin reminded Council members that Commencement was on Sunday, May 19, with Dr. Angel Cabrera, President of George Mason University as the commencement speaker.
SySTEMic Solutions Launch – May 22

Dr. Templin informed Council members that the Secretary of Education, Arne Duncan, would be the invited speaker at the launch of SySTEMic Solutions, a public-private partnership among education, business and government in the Prince William Region. The event is being hosted by Micron Technology and will bring together 150 area leaders from across the region.

Other Items:

Dr. Templin distributed hard copies of the recently completed NOVA Faculty Evaluation Plan to all Council members.

The meeting was adjourned at 1:00 p.m. with the next Administrative Council meeting scheduled for Tuesday, May 28, at 9:30 a.m. in the large board room of the Fairfax Administrative Center.

Tracking

- FY2014 Budget Planning – May 28
- Follow-up Agenda for Budget Planning – May 28
- Student Satisfaction Survey Results Discussion – May 28
- ZimRide – May 28
- SENSE Results