Administrative Council
August 6, 2013

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

Guests: Dr. Lorinzo Foxworth, Associate Vice President for Workforce Development representing Mr. Gary, Mr. Ben Pittman, Director of Finance, representing Ms. Dimkova, Dr. Michael Turner, Dean of Students, for Dr. Hill, Ms. Shelli Jarvis, Director of Administrative Services and Mr. Dana Kauffman, Director of College Government and Community Relations.

Access

- **Summer Enrollment:** Dr. Gabriel reported on the enrollment figures for the week of August 7, a negative 4.9 percent in comparison to the same time period last year. He stated the caveat that the coming academic year would start with an annualized negative 1.3 percent to be added to the Fall and Spring semesters.

- **Fall Enrollment:** The Fall enrollment figures for the week of August 6 showed a slight decrease of 1.8 percent when compared to the same time period last year. While the VCCS system average was -5.73 percent, Dr. Gabriel indicated that NOVA should be in the neighborhood of at least a 3 percent increase for the Fall semester. In looking at the comparisons from 2012 to 2013, several dynamics became apparent:
  
  o The demand continues to be strong (800 students enrolled daily in the past week compared to 500 students at the same time last year).
  o NOVA is dropping more students this Fall compared to last year, an average of 600 per day for the past week. A negative effect on enrollment results if more than 500 students drop.
  o In lieu of leaving automated voicemail messages for students not home, the call center initiated student calls at a later time frame and reached 200 students in person. Twenty-three thousand students were contacted in the past week alone. Dr. Gabriel proposed, and the Provosts agreed, that a pilot should be tested to allow the call center to place the student calls and at more convenient times for reaching students.
  o The suggestion was also made to look options for dealing with the high number of DNDs and classes with continually low enrollments prior to keep and cancel.

Student Success

The weekly report was deferred until the next meeting.
Organizing for the New Academic Year

Dr. Templin summarized three approaches being shaped to increase student outcomes, reduce tuition costs, respond to fields needed most by the business communities, and better leverage NOVA’s interests.

- **Campus-based Outreach Teams:**

  Dr. Templin provided an overview of the three major groups for which outreach was needed: local elected officials and their chief administrative officers, state elected officials, and school boards and superintendents. He stated that formalized campus teams should be formed to include NOVA Board members in order to be leveraged for a proactive approach. Teams would provide briefings crafted around the character of each campus, but with consistent messaging across the six campuses.

  Dr. Templin asked Mr. Kauffman to lead the team process to ensure that no opportunities were overlooked. Dr. Gabriel will do a review of the campus community outreach position to ensure a standard among the campuses.

- **Education Summit with Superintendents:**

  Dr. Templin suggested the need to begin growing stronger relationships with local school superintendents in each campus district and in order that the Provosts would be viewed as the first point of contact. The relationships would offer platforms to strategize increased student college-readiness, increased numbers of students going on to post-secondary education, and increased student success rates. He highlighted the importance of recognition by superintendents of the mutual commitments being developed by NOVA and George Mason.

  An Education Summit will be planned, hosted by the presidents of George Mason University and NOVA, probably toward the end of September. The summit offers the opportunity to look at the full continuum of public education in Northern Virginia and to review the substantial partnerships that are underway, including dual enrollment, Pathway to the Baccalaureate, sySTEMic solutions, guaranteed admissions and business alliances.

- **Strategy with George Mason University**

  Strategic discussions are taking place with George Mason University on the benefits of engagement among institutions that embrace the same goals. While NOVA and George Mason are separate institutions, when viewed as a “public system of higher education” for Northern Virginia, they encompass 110,000 students and 9 campuses, jointly guaranteeing student success, substantially reducing the cost of college completion and serving the interests of the economy and business community.

  Valencia Community College and the University of Central Florida and Maricopa Community College and Arizona State University have joint programs and refer to themselves as the “new American universities,” rejecting the notion of selectivity. Dr. Templin indicated interest in this new educational avenue and the need to demonstrate that NOVA students are comparable to Mason students. The imagery of a great institution should not be defined by how many students are turned away but by having the capacity to take all students who have the ability to do
college-level work. If George Mason can link access through NOVA, it can demonstrate increased accessibility at a substantial cost reduction to students and their families.

Dr. Templin described three pathways to the baccalaureate:
- 4-year residential experience at the George Mason Fairfax campus.
- 4-year George Mason degree with the first two years at NOVA, aligning NOVA's curriculum based on Mason's requirements - as the goal is the bachelor's degree. Students would state their intention of a degree from Mason, moving to the third year at Mason with automatic acceptance.
- Completion pathway for students who come to NOVA with nontraditional approaches, typically in applied fields. A joint degree program would be developed between George Mason and NOVA, with the last year completed online at Mason, allowing NOVA to provide the pathway for the degree. Students would be able to complete the four-year degree at a third of the cost of a typical bachelor's degree.

Dr. Templin presented another joint strategy called co-location wherein George Mason and NOVA would share their educational sites and students would never have to leave their present NOVA campuses to complete their degrees.

Dr. Templin summarized the conversation by saying that as we begin examining the George Mason relationship, and as the thinking about traditional roles change, mutually beneficial integrated arrangements can be created. STEM integration is an obvious area for integration; EIP/early identification program is another area, as well as Pathway to the Baccalaureate. Student Success would be measured by completion of the baccalaureate rather than transferring to Mason.

**Mandatory Training**

Ms. Jarvis distributed a chart and timeline of the state mandated training for all faculty and staff. Required training includes: preventing workplace sexual harassment, preventing employment discrimination, alcohol and other drug policies, preventing workplace violence, terrorism security awareness, and the Clery Act, a total of five hours. These training requirements are the result of state and federal mandates and NOVA must be in compliance as a matter of law. An e-mail will be distributed to all faculty and staff explaining the rationale for the training, the training itself and the timelines.

**Review of NOVA’s Student Success Agenda**

Dr. Templin distributed NOVA’s Student Success Agenda, developed in 2011, and asked that Council members review the document again in order to ground their thinking and set the tone for the coming year, keeping in mind the larger success agenda: focusing on students who successfully complete their programs of study, successfully transfer and complete the baccalaureate, and successfully secure employment in fields related to their programs of study.
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NOVA's Faculty Evaluation Proposal

Dr. Templin apprised Council members that the new faculty evaluation proposal was not approved by VCCS. Dr. Errico and his committee will go back to the table to make the necessary changes. Dr. Templin reiterated the only faculty affected this coming Fall would be new faculty.

Follow-up from Administrative Council Retreat

Dr. Templin asked Ms. Dimkova, Dr. Ramsammy and Dr. Schiavelli to craft a draft plan of the items brought to the table at the retreat.

2013-2014 All USA Student Nominations

Dr. Templin stated that NOVA has made good progress in the area of student excellence, but needs of a system for student recognition. He will confer with Dr. Schiavelli on the system and asked Council members to determine who the campus contacts should be to understand the system, shepherd the process, and keep Council members informed. He also stressed the need to craft a strategy to get outstanding NOVA students into the most selective universities.

ACCT Award

Laura Franklin, Professor of Humanities at the Alexandria campus, received the 2013 ACCT Southern Region Faculty Member Award. Each regional awardee is automatically nominated for the national level ACCT Association Awards, to be announced in Seattle in October at the Annual ACCT Leadership Congress.

Convocation

Dr. Gabriel stated the program would remain the same in format and content and information will be sent out shortly to all faculty.

VCCS Chancellor's Retreat

There will be no Administrative Council meeting next week due to the Chancellor's retreat and the following week due to the start of classes.

The meeting adjourned at 4:00 p.m. with the next Administrative Council meeting scheduled for August 27, at the Loudoun campus.

Tracking

- Clery Act – August 27
- Update on Procurement – September 10