Administrative Council
April 29, 2014

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

Guests: Ms. April De La Rosa, Division Manager, Administrative Services, Mr. Saurabh Niraula, OIR Research Analyst and Mr. Robert Johnson, College Sustainability Officer.

Dr. Templin briefed Council members on the impending visit to NOVA by Attorney General Mark Herring to announce that under a pre order from President Obama, Virginia students lawfully present in the United States under the Deferred Action for Childhood Arrivals (DACA) program now qualify for in-state tuition, provided they meet Virginia’s domicile requirements. These students, often called “DREAMers,” will still need to gain admission to an institution of higher education, maintain their DACA status, and meet the same domicile requirements as all other students, but the Attorney General has concluded that state law allows the Commonwealth to offer these young people in-state tuition rates that to help them reach their full potential.

Access

- **Spring Enrollment:** Dr. Gabriel distributed the weekly enrollment figures which showed that NOVA is in a holding pattern with a slight increase of .7 percent when compared to the same time period last year. Campuses that experienced positive growth were Loudoun (2.5%), Manassas (8.8%) and Woodbridge (1.8%).

- **Summer Enrollment:** Enrollment figure is not as bad a last summer. The Summer enrollment remains in negative figures at -13.4 percent but the decline is at a slower rate than last year’s figure of -18 percent and therefore reason for optimism.

- **Minority Enrollment Trends:** Dr. Templin distributed several documents on minority student enrollment that shows evidence that NOVA is attracting significant numbers of traditionally underserved students. NOVA has more minority students enrolled than any other college or university in Virginia. NOVA enrolls more undergraduate African American students than Norfolk State University and Virginia State University combined and enrolls more Asian and Latino students than any other college or university in Virginia. Between Fall 2004 and Fall 2013 minority enrollment grew by 12,279 students or by 80%. Minority students made up 95% of the enrollment growth at NOVA over the last decade.
Very significant, Dr. Templin reported that almost 30 percent of all minority undergraduate students studying in Virginia public higher education are enrolled at NOVA and George Mason, as well as 42% of all international students.

Dr. Templin summarized the opportunity now for NOVA to begin discussions with highly selective institutions to recruit talented diverse students from NOVA. NOVA, for example, in the last five years has double the number of transfer students to UVA, more than half of whom are nonwhite. NOVA is therefore in a good position to lead the conversation with these universities. The first stage will be to disaggregate the data on graduation rates of NOVA students at four-year institutions.

**Student Success**

- **Developmental English Redesign Pilot:** Dr. Templin reiterated the intent of the pilot to allow students who are not successful in ENF3 to be permitted to move to ENF2. It was the determination by Council members that a common set of criteria was needed in two respects: ENG1 to ENF3 and ENF 1 to ENF 2 with data examined after two semesters. Drs. Templin and Gabriel will craft a proposal to include the above criteria for review by Council members at the next meeting.

- **Update on the Policies:** Dr. Gabriel stated the Steering Committee is meeting on a regular basis and they continue to identify and resolve emerging issues. The Committee feels if they spend time solving issues now they will be better prepared in August. Meetings will be held in June on each policy scenario and one critical issue will be on-time registration. Eighty-five percent of current students are aware of the policy, but it needs to be personalized and PCI will be very direct in the messaging on this policy.

- **QUINN – Graduation:** OIR Research Analyst Mr. Saurabh Niraula presented more features of the software program that provide valuable data on student success: the number of students who graduated each year; the number of degrees awarded by campus; the degree breakdown by programs; and, graduation trends across major programs.

  Dr. Gabriel indicated that the cata would be important for performance-based funding: knowing where the graduates are and secondly, determining in which programs students are graduating at higher rates.

**NOVA Shuttle Update and Budget Request**

NOVA Sustainability Officer Mr. Robert Johnson and Division Manager Ms. April De La Rosa provided updates on the NOVA Shuttle services and progress to date, as well as the timeline for the next two planned phases and a proposed budget. From the launch of the service ridership has grown by 50%.
There are currently three routes consistently used by students, faculty and staff, and the primary focus on all current and future routes is to provide access to public transportation and then provide inter-campus access. Future plans for the Fall of 2014 include shuttle service from the Manassas campus to the Manassas Mall, service from the MEC to the Franconia-Springfield Metro and Springfield Mall, from the Woodbridge campus to the Prince William Transit Center/PRTC and from Loudoun to the Silver Line Metro and Reston Center. The Phase 3 plan for 2016 provides intercampus connections, a Fairfax connection, collaboration with George Mason, and schedule and location adjustments to existing routes as course schedules change.

Feedback received by both students and parents shows the shuttle is an important service and some students and parents would be willing to pay a fee to ensure that it continues. A Fall survey showed that 24 percent of students surveyed said they would not be able to attend NOVA without the shuttle.

Mr. Johnson presented a proposed budget for the continuation of Phase 1 and introduction of Phase 2 of the shuttle bus program.

**Woodbridge Campus Workforce Development Center**

Sam Hill presented the Workforce Development Center proposal that would create NOVA’s first facility to support training needs of the business sector and Prince William County’s economic development. The proposal includes a request for immediate funding to employ a project manager to handle the start-up. NOVA’s mission in this project is to provide market-ready education and training services to produce an agile and ready workforce and expects to be revenue generating.

Construction on the fully-funded facility is due to begin next month with completion expected in the Spring of 2016. The facility will provide the business community with a number of services: industry and professional certifications; training; a cyber-security institute for business, government and DOD; a cyber-range; project management institute; telework center; and, a 3D Fab Lab.

The Workforce Development Board did a feasibility study that determined the need for such a center and a steering committee comprised of county business leaders provided extensive input into the design of the center. The ceremonial ground-breaking was in September of this year.

While Dr. Templin reiterated the current budget uncertainty in Richmond, he suggested moving ahead on a restricted appointment, with the caveat that future yearly funding would be contingent on the budget allocation.

**FY2015 Budget Contingency Planning**

Dr. Templin and the Administrative Council, in consultation with the VCCS, are making contingency plans for the potential of a late budget from the General Assembly and Governor.
Associate in Arts in Liberal Arts English Specialization

Dr. Schiavelli reported that the issue of a specialization in Creative writing, Literature and Writing was revisited with the redesign chairs who suggested a solution to offer the same courses within the English specialization and under the Liberal Arts degree program. Council members approved this beginning in the Fall of 2014, subject to a 3-year sunset, and thanked all of the parties involved for their hard work.

Institutional Memberships

Dr. Schiavelli reported that a major review of institutional memberships was completed last year and that there were only a few new ones this year. He restated that in order to be funded, membership would have to result in some level of college-wide benefit.

Council members agreed with the list and asked that in addition to and ahead of next year's membership approvals that the college take a look at professional memberships.

The meeting adjourned at 1:45 p.m. with the next Administrative Council meeting scheduled for Tuesday, May 6, at 9:30 a.m. in large boardroom of the Fairfax Administrative Center.

Tracking

- VCCS Funding Model Task Force Recommendations – May 6
- Policy on Expressive Activity – May 6
- Veterans' Issues and Organization – May 6
- Faculty Reward & Recognition – May 6
- High School Recruitment – May 13
- Office of International Student Admissions Proposal – May 13
- Assistant Dean/Program Head Compensation – May 13
- Hobsons – May 20
- Web Discovery Session