Members Present:
Alexandria: Angela Terry, Margaret Emblom-Callahan
Annandale: Felicia Blakeney, Celeste Dubeck-Smith, Laurie McCullough, JoAnn Short
Loudoun: Diane Mucci, Bridget Pool, Laura Siko
Manassas: Corey Esparza, Susan Givens, Barbara Lash, Marcie Schreibman
MEC: Marion Devoe, Cherelle Faust, Mary Moseley, Paula Smith
Woodbridge: Cynthia Alvarado, Megan Davies, Loretta Leeker, Alice Reagan, Michael Turner
Pres Appointments: Ina Dimkova, Ellen Fancher-Ruiz, Milan Hayward, Roger Ramsammy
College Staff: Shannon Ingram
ELI: Christy Jensen, Kristin Shriver

Members Absent: Steve Bennett, Lynn Bowers, Emily Chiles, Chad Knights, Shirley Delgado, Karen Gordon, Scott Matthews, Radina Mileva, DeQuan Smith and Matt Todd.

Alternates: Nancy Severe-Barnett and Will Straight for Scott Matthews.

Guests: Budget Director Diana Cline and HR Director Julie Garcia

College Recorder: Norie Flowers

Welcome and Approval of the January Minutes

Chair Dr. Mucci welcomed Senators and guests and reminded Senators to sign in so that their presence is officially recognized.

A motion was made to approve the January minutes, seconded without objection, and carried.

FY2016 Budget Planning

New incoming Senator (replacing Vice President and CEO Tony Bansal) Ms. Ina Dimkova presented a power point presentation on the FY2016 budget planning process that included a timeline of important dates, NOVA’s budget process, sources of funding, and the VCCS performance funding model being employed.

The college budget process timelines begin in September when VCCS submits budget requests to the legislature, followed by budget deliberations from January through March. In May, the State Board approves tuition and fees and VCCS develops the final resource distribution model. At the college level, NOVA begins the planning process in October and units prepare budget requests. The following January the Administrative Council reviews unit budget proposals and in March submits fee rate increases for approval to VCCS. The college budget is then approved in
final form in May. The college budget is guided by state budget funding, the college strategic plan, tuition and fees, and student enrollment. Each year NOVA must target 2% of the college budget and then incrementally each year to student success – 4% in 2016 – with data and metrics to support the rates of success. This is the beginning of the mandatory performance based funding model.

In preparation for 2016, the college will look at growth areas for investment in order to enhance student success, student retention, and the development of strategic community partnerships. The Chancellor’s goal is to triple the number of certifications of all types and across all student populations.

Ms. Dimkova indicated that the state budget cuts may not be as severe as originally thought.

**Motion from Personnel Services Committee**

Personnel Services Chair Ms. Alicia Tucker presented a motion made at the PSC meeting that states:

*The Personnel Services Committee is concerned about the equity of the Extended Learning Institute’s policy of pro-rating pay according to the number of students enrolled in a section. The Personnel Services Committee recommends that members of the faculty who offer instruction on-line through ELI be compensated in a manner consistent with their colleagues who teach entirely in the classroom or though hybrid courses. Rather than establishing proration as the norm for every ELI section, a section with low enrollment would be cancelled unless the instructor and the Associate Vice President for Distance Learning recommend proration and receive the consent of the academic Dean and Provost responsible for the course.*

Ms. Tucker explained that the overall goal of the recommendation is to place ELI on the same pay level and track as campus-based classes. Although ELI Director Dr. Jennifer Lerner stated that the pay difference was due to their belief that ELI classes are less work, particularly with low enrollment classes, and therefore should translate into less pay, the PSC rejected this view. Ms. Tucker also felt this issue was important to raise with the Senate because many faculty teaching ELI courses are not meeting their credit quotas which adversely affects their salaries.

There were many comments on the issue. Some Senators felt that changing the compensation rate for ELI faculty could potentially negatively impact profit margins if some classes are cancelled due to low enrollments. Others felt that equity, accreditation and pedagogy could be jeopardized with online instruction scaled differently than on-campus classes and that students should get the same level of instruction as traditional students. The majority of Senators felt that ELI needs to become an academic unit and should include NOVA faculty when making any future decisions that involve them.

Senators also felt that because courses are associated with a campus and the FTE belongs to that campus, with problems handled at that campus level, the dean should have a say in the
class if there are too few students enrolled in an online course. Others commented that the numbers of students in ELI classes should parallel the numbers in on-campus classes to create uniformity across the college and better serve students.

The overarching views of Senators was that ELI is important to the college but also operating in a distinct fashion from the college and there is the larger issue of how ELI fits into the college, whether it is a platform or an academic unit, and that it needs to be brought into some level of consistency with the rest of the college and be more inclusive of faculty.

A motion was made to accept the PSC recommendation as presented, seconded, with 5 in favor, 10 objections and 6 abstentions, and therefore the motion failed.

A second motion was made to send the recommendation back to the Personnel Services Committee with the recommendation that they form an ad hoc committee with 3 representatives from the PSC, 3 representatives from the Senate and 3 representatives from the Instructional and Student Services Committee, seconded, with no objections, 1 abstention, and the motion carried.

Dr. Mucci asked that interested volunteers for the Senate representation on the ad hoc committee forward their names to her as soon as possible.

Presidential Search Senate Panel – Diane Mucci

Dr. Mucci read the charge to the Senate from Dr. Schiavelli as follows:

Following the college engagement process used twelve years ago, Dr. Schiavelli is asking that the College Senate form a panel to interview what will be up to four candidates. The panel should be comprised of faculty (7 from Teaching and Professional and Administrative faculty); staff (3 from various campuses) and students (3 from various campuses). Alternates will likely be needed. Current information suggests that the individual candidates will be here (for interviews lasting two days), beginning as soon as March 2nd and concluding as late as the last week March. It is important that the selected panel members be committed to participating in all candidate interviews. Once we have the dates confirmed, if a panelist has an unavoidable commitment on one or more of the interview days, an alternate will be selected.

The Senate Panel will be interviewing candidates on the second day of each candidate’s visit; between the hours of 11:00am and 12:00pm. The interviews will take place at the Alexandria Campus. Again, while we do not know the exact dates yet, it may be helpful to know that 4 of the following 6 dates will be selected:

<table>
<thead>
<tr>
<th>Tuesdays:</th>
<th>Fridays:</th>
</tr>
</thead>
<tbody>
<tr>
<td>March 3</td>
<td>March 6</td>
</tr>
<tr>
<td>March 17</td>
<td>March 20</td>
</tr>
<tr>
<td>March 24</td>
<td>March 27</td>
</tr>
</tbody>
</table>
In addition to providing a chance for the candidate and panel members to make introductions, the time is open for members to engage in questions and answers. After the interview is concluded, the panel should engage in an open discussion of the strengths and weaknesses of the candidate and develop a written report on all candidates that will be presented to the College Board and provided to the Chancellor.

Panel members and alternates will be selected and forwarded NO LATER than COB Feb. 25.

Dr. Mucci asked that interested Senators forward their names and titles to her by Sunday, February 22. She also emphasized the importance of this process to the future of the college and that it should be taken seriously and reiterated again that Senators who volunteer must commit to attending all of the interview sessions. Dr. Mucci indicated that she would make the final selection and will forward the list to Dr. Schiavelli for final review and will then contact those chosen. She also asked that Senators help find good students from SGA and other leadership groups and help get them to the interview venues if they need transportation.

Committee on Committee Chair

Dr. Mucci reported that it would soon be time for elections to take place for Campus Councils. She called for each Campus Council to elect an elections chair to guide the voting process for electing members to the six Campus Councils who will eventually assist with filling slots on the Senate and College Committees.

The Committee on Committees Chair and campus elections representatives work with the Chair of the Senate and Dr. Mucci asked that if interested in serving in the Chair position that Senators forward their names or the names of a nominees to her before the March meeting. She also asked for the names of the campus election representatives.

This year there will be someone in a support staff position to help with all of the logistics of filling the slots on the college committees and the elections representatives will be called on for their leadership roles and will not have to be tasked with the administrative detail.

It was pointed out that a conversation needs to take place next year on the issue of college staff representation at the Senate and on the college standing committees.

Other

A question was raised about the “no substitutes” policy at the Administrative Council and why this was done.
New Business

A Senate member requested that the next meeting agenda include an update from Dr. Charlie Errico on the new faculty evaluation plan and his new role as Chair on the Chancellor's Faculty Advisory Committee.

The meeting adjourned at 3:00 p.m. with the next meeting scheduled for Thursday, March 19, at 1:00 p.m. in the Seminar Rooms of the Ernst Cultural Center on the Annandale campus. Lunch will be served at 12:30.