Minutes
College Senate
September 15, 2016

Present:
Michelle Gee (CS), Tim Eichers (LO), Beatrice Veney (PA), Kerin Hilker (PA),
Deboroah Wyne (LO), Pamela Hilbert (PA), Shannon Nieves (CS),
Frances Villagran-Glover (AL), Kirstin Riddick (AL), David Epstein (PA),
Andy Cornell (MEC), Beth Shewmaker (MEC), Bo Yang (WO), Patrick Dawes (WO).
Chuck Taylor (WO), Imran Kukdawala (MEC), La’Tonya White (AN), Corey Esperza (MA),
Susan Givens (MA), Alias Smith (MA), Marcie Schreiban (MA), Alka Gandhi (AL),
Susan Thompson (WO), Mary Moseley (MEC- alternate for Karen Gordon),
Howard Treichler (AN), Rashmi Chilka (AN), Marlene Schulz (CS), Rob Johnson (CS),
Joan Zanders (PA), Maggie Emblom-Callahan (AL) Chair, Jill Caporale (AN) Vice Chair,
John Sound (AL), Hemchand Gossai (AN), Kim Grewe (CS) Secretary, Patty Ottavio (MEC),
Chad Knights (PA), Charlotte Calobrisi (PA), Mike Poulcen (LO)

Absent: Jen Sayasithsena (AN), Jennifer Horton (LO), Lisa Stelle (LO), Heidi Adamson (MA),
Alison Thimblin (WO), Karen Gordon (MEC)

1. Call to order. The Senate Chair welcomed and explained procedures for College Senate meetings

2. Motion made to approve minutes from the April 28, motion was seconded, and the motion passed unanimously

3. The Senate Chair presented the State of the Senate

   a. Call for additional members to serve on Steering Committee
      - Tim Eichers for LO
      - Michelle G. for College Staff

   b. Committee for Review – ad hoc committee formed time to time to look at representation and composition of all the college committees that exist at NOVA. Are there any defunct ad hoc committees? Way to make sure committee structure is up to date and relevant.

      Call for members to serve on Committee of Review

      - Corey Esparza (MA)
      - Beatrice Veney (MEC)
      - Matt Todd (AL)
      - Bo Yang (WO)
      - La’Tonia White (AN)
      - Mile Poulcen (LO)
c. John Sound, Chair of Committee on Committees, presented an update about the work of this committee. Described the process he underwent to create a current description of each committee and an updated list of committee members.

Elections – need to be consistent across campuses – can use the Bylaws and Constitution to guide the process.

d. Call for Volunteer to serve on Elections and Credentials Committee
   • AL – John Sound
   • AN – Rashmi Chilka
   • LO – Nelson Kofie
   • MA—Susan Givens
   • MEC – Patty Ottavio
   • WO – Patrick Dawes
   • CS – Shannon Nieves

4. College Staff Forum Council proposed the following:

Voting membership on College Senate from College Staff Forum Council should be based on ratio of membership of the College Staff Forum Council in the Constitution and Bylaws. The following proposed College Senate representation for College Staff Forum Council should be added to the current Constitution and Bylaws.

<table>
<thead>
<tr>
<th>Current Campus Forum Council Voting Membership on College Senate</th>
<th>Proposed College Staff Forum Council Voting Membership on College Senate</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Classified Staff</td>
<td>3 Classified Staff</td>
</tr>
<tr>
<td>3 Teaching/Prof. Faculty</td>
<td>2 Prof./Admin. Faculty</td>
</tr>
<tr>
<td>1 Admin. Faculty</td>
<td></td>
</tr>
<tr>
<td>2 Students</td>
<td></td>
</tr>
</tbody>
</table>

Motion was made to accept the proposal for College Staff Forum Council voting membership on the College Senate. Motion was seconded. Motion passed with 6 abstentions:

- Tim Eichers (Teaching Faculty),
- Andy Cornell (Admin. Faculty),
- Patrick Dawes (Teaching Faculty),
- Jill Caporale (Teaching Faculty),
- Rashmi Chilka (Teaching Faculty)

5. Presentation by Lt. Weinstein. (Maggie will attach slides)

6. FACA – new software to track Financial Aid. Presentation by Joan Zanders (Maggie will attach slides) Some discussion ensued. This was a preliminary conversation.
7. Robyn Seabrook. Asst. Attorney General assigned to NOVA
   - Made a presentation on the Role of Commonwealth Attorney.
   - Robyn is on campus for us. For example, reviews the clinical affiliation agreements
   - Can provide clarification of policy, etc. for College Senate

8. Strategic Planning Updates – Senate Chair shared some main points from Keeling and Associates slides. Also answered a question of concern:
   a. Who was chosen and how and why to be on any of these groups part of the Strategic planning? Answer: Based on position with college, based on experience on certain organizations such as curriculum committee. Some were recommended by provosts and deans.

   Discussion ensued – No Woodbridge or Loudoun representation on some of the learning councils (biology and LTR)

   Forum Council reps are encouraged to solicit information and questions from their organizations.

   Motion: Re-open committee process to make sure there is representation from every one individual from each of the 6 major campuses (LO, AL, AN, MA, WO, and MEC) on each learning council, where appropriate.

   Vote: 22 in favor 6 opposed 4 abstentions

   Motion carried.

   Dr. Ralls will be at the October meeting.

9. Campus Forum Councils and College Staff Forum Council were requested to send information to executive Committee of College Senate since we were unable to get to the report outs.

10. Meeting adjourned.

Next meeting: Thursday, Oct. 20, 2016
20 Things You May Not Know About NOVA Police (But You Should)

Lt. John M. Weinstein
Commander, District 3
jweinstein@nvcc.edu
571-422-9928
20 Things

- Diversity (10 languages)
- Significant crime decrease since 2010
- Dispatch: 65k+ annual transactions
- One of state’s best firearms programs
- Only college PD to work inauguration
- Regional influence (teach at 2 academies)
- National influence (conferences, Campus Safety editorial board, publications, sponsor)
- International influence (Aust. keynote)
- Joint training with local agencies
- Ph.D and NC3 subject matter expert
- Experience: 5 LTs/~100 years experience

- 200 presentations annually
- 13 presentations available
- Chief of the Year (2014); other awards
- Leading role in battle against sexual assault
- Active shooter training best in NCR (you can participate)
- We are not responsible for parking or college rules and regulations
- Award-winning Public Safety Newsletter
- Active community involvement (Goodwill, Special Olympics, NNO, Shop with a Cop, Workforce Development, Wreaths, COOWG)
- Support to classes (CJ, Int. Relations, ESL, Firearms, STEM (AL))
What you can do

• Program 24/7 dispatch number (703-764-5000) into your cell phone
• Report suspicious activity
• Download/enroll in LiveSafe and NOVA Alert Attend training
• Invite police to offer training in your classes or at division meetings
• Include the following links in your syllabi:
  • Run, Fight, Hide (AS): [https://www.youtube.com/watch?v=5VcSwejU2D0](https://www.youtube.com/watch?v=5VcSwejU2D0)
  • LiveSafe: [http://www.nvcc.edu/police/livesafe.html](http://www.nvcc.edu/police/livesafe.html)
  • Police web site: [http://www.nvcc.edu/police/](http://www.nvcc.edu/police/)
  • NOVA Alert: [http://www.nvcc.edu/policies/it/novaalert.html](http://www.nvcc.edu/policies/it/novaalert.html)
Financial Aid Course Audit
To be eligible for Title IV funds, a student must be a regular student.

A regular student is defined as: “A person who is enrolled or accepted for enrollment at an institution for the purpose of obtaining a degree, certificate, or other recognized educational credential offered by that institution.”
Enrollment Status - 34 CFR 668.2(b)

...If a student is enrolled in courses that do not count toward his degree, certificate, or other recognized credential, they cannot be used to determine enrollment status unless they are eligible remedial courses.

This means you cannot award the student aid for classes that do not count toward his degree, certificate, or other recognized credential...not a new requirement.
Remedial Coursework – 34 CFR 668.20

...If the student is admitted into an eligible program and takes remedial coursework within that program, he can be considered a regular student, even if he is taking all remedial courses before taking any regular courses.

You may count up to one academic year’s worth of these courses in his enrollment status for federal aid. For the purpose of this limit, that is 30 semester or trimester hours,...
Eligibility and enrollment status for retaking coursework - 34 CFR 668.2(b)

...The regulatory definition for full-time student (for undergraduates) has been revised to allow a student, in a term based program only, to retake (one time only per previously passed course) any previously passed course.

For this purpose, passed means any grade higher than an “F,” regardless of any school or program policy requiring a higher qualitative grade or measure to have been considered to have passed the course.
To be eligible for financial aid:

• The institution must be eligible,

• The program of study must be eligible,

• The student must be eligible, and

• The courses must be eligible.
Financial Aid Course Audit (FACA/HighPoint)

- **FACA** - A Financial Aid Course Audit tool, purchased by the VCCS, that will help us ensure that financial aid is applied to only courses in a student’s program of study.
FACA is about two primary objectives:

1) Ensuring that NOVA stays in compliance,

and

2) Ensuring that our programs and advising are in the best interest of the student.
Problem areas at NOVA:

• Courses in programs of study that almost always require prerequisites that are NOT in the programs of study (hidden prerequisites)

• Programs that require numerous courses before students can be admitted to the programs

• A few popular programs that are too short to meet Gainful Employment status
Student Considerations:

- Students have a limited amount of Pell Grant and total loan eligibility available to them for degree completion.

- Taking classes outside the program of study, withdrawing from or failing to successfully complete classes, or changing programs of study exhausts funds before the student is able to complete, especially if the student is planning to transfer to complete a four-year degree.
As students register, NOVA financial aid encourages all students to:

• Review their program plans to make sure they are accurate,
• Run their advisement reports to see what classes are still needed for degree completion,
• Check the transfer guide for the receiving school if they are planning to transfer to make sure they are taking the correct courses for transfer,
• Use required electives wisely and, if possible, fill them with courses required by the transfer school, and
• Talk with their academic advisors to confirm their progress within their degree plans and to choose the correct courses.
NOVA financial aid encourages all students to:

- Take any additional courses needed for receiving schools on top of terms of at least 12 required credits, when possible, so aid is not reduced.
- Repeat courses needed for grade improvement BEFORE they complete all courses required for their programs of study, or those repeats cannot be covered.
- Know their financial aid statuses.
- Know the eligibility and enrollment-level requirements for each type of aid awarded.
Student Perspective - SIS

Financial Aid

Award Summary

Federal Aid Year 2015-2016

Select the term hyperlinks below to see more detailed information.

<table>
<thead>
<tr>
<th>Aid Year</th>
<th>Award Description</th>
<th>Category</th>
<th>Offered</th>
<th>Accepted</th>
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<tbody>
<tr>
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<td>Pell Grant (Federal)</td>
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<td></td>
<td>Fed Pell Summer-Trailing</td>
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<td></td>
<td>Fed SEOG</td>
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<td></td>
<td>Commonwealth Grant</td>
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<tr>
<td>Aid Year Totals</td>
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</table>

Currency used is US Dollar.

CVCC Shopping Sheet

<table>
<thead>
<tr>
<th>Terms</th>
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<th>View Course Eligibility</th>
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<tbody>
<tr>
<td>2016 Summer</td>
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<tr>
<td></td>
<td>Award Description</td>
<td>Category</td>
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<td></td>
<td>Fed Pell Summer-Trailing</td>
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<tr>
<td>Term Totals</td>
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<td></td>
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</tbody>
</table>
Amir Mujahid
0171264

Financial Aid

FA Course Eligibility

Federal Aid Year 2015-2016
Credit
2016 Summer

<table>
<thead>
<tr>
<th>Class</th>
<th>FA Eligible</th>
<th>Enrolled Units</th>
<th>FA Eligible Units</th>
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<tr>
<td>RTH 190 (15070)</td>
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<tr>
<td>RTH 217 (15071)</td>
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<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>8.00</strong></td>
<td><strong>6.00</strong></td>
</tr>
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</table>

Return to Award Summary
Problem areas:

• Preparatory coursework (program prerequisites) whether required for admission in a NOVA program or for transfer, are **not** part of the program.

• Students wanting to take additional classes at NOVA to save money before transferring must be in an eligible program at the receiving school.

• The receiving school must be willing to sign a consortium agreement with NOVA that basically authorizes the student to take those classes through us. *(I question whether Mason would do that and knowingly lose those additional credits.)*
More Problem Areas:

• Even if excess financial aid exists, it cannot be used to pay for ineligible classes.
• Some programs have too few electives to cover courses required for the transfer school.
• Dual-enrolled students tend to take what is offered instead of what might be needed and could use up elective options before reaching us.
• Students have many class choices and don’t always choose what is needed.
• Many students have no advisors and attempt to be their own.
More Problem Areas:

• Students change their programs of study countless times, often without sound reasoning or a purpose.

• Students know they want to complete a bachelor’s degree, but the receiving school is yet unknown—as are consequently the required courses for the would-be transfer school.
Students may not be encouraged to enroll in programs just for financial aid.

We *may not* steer or automatically place students into a program for the purpose of receiving financial aid (includes transient students and students required to complete prerequisites).

This tool provides an opportunity for discussions that will assist advisors and students in making more appropriate course choices and ensuring students understand how their program of study and course selection align.
Students may decide to take courses that do not apply to their program of study.

If students choose to take courses that do not apply to their degree or certificate at the same time in which they take courses that do apply toward their degree or certificate, their aid will be prorated (reduced) to cover only the courses that apply.

They will have to pay out of pocket for the courses that do not apply to their program of study.
Advising and Placement

• Program placement and course selection should be intentional.

• Advisors should not advise students to “get into a program” for the sole purpose of receiving financial aid.

• Likewise, students should not pick up extra courses just to maintain a certain enrollment level, such as being half-time (for loans and certain forms of state aid or full-time for maximum aid and insurance purposes.)
Students not receiving financial aid or veterans’ benefits can take whatever classes they want to take.

Students receiving financial aid and veterans’ benefits simply cannot, unless they pay out-of-pocket for them.

This is about taxpayer dollars and federal regulations, and these are not new rules!
Questions?

Solutions?