Members Present

Alexandria: Alka Gandhi, Kirsten Riddick, Ruth Takushi, Matt Todd
Annandale: Vicki Budd, Hemchand Gossai, JoAnn Short, DeQuan Smith
Loudoun: Jennifer Horton, Michael Polcen, Laura Siko, William Straight
Manassas: Heidi Adamson, Corey Esparza, Susan Givens, Barbara Lash, Marcie Schreibman
MEC: Andy Cornell, Karen Gordon, Patty Ottavio,
Woodbridge: Cynthia Alvarado, Megan Davies, Alison Thimblin, Sue Thompson
College Staff: Ken Balbuena, Shannon Ingram
ELI: Kristin Shriver Hagan, Christy Jensen
Pres Appointments: David Epstein, Chad Knights, Beatrice Veney
Students: John Bownik,
Alternates: Kristen Snawder for Don Johnson

Members Absent: Charlotte Calobrisi, Margaret Emblom-Callahan, Frank Ferrara, Kerin Hilker, Don Johnson, Maria Liappis, Debra Powell, Beth Shewmaker.

Guests: Dr. Charles Errico, Dr. Walerian Majewski

College Recorder: Norie Flowers

Call to Order

Chair Matt Todd called the meeting to order.

A motion was made to cancel the December meeting, seconded without objection and carried. The next meeting will be the third Thursday in January.

Alexandria Campus Council Resolution on Summer Pay

A resolution on summer pay for Assistant Deans and Program Heads was crafted by the Alexandria Campus Council for Senate approval and distribution to all Campus Councils and reads as follows:

The Alexandria Campus Council supports the establishment of college-wide policies and procedures regarding summer employment for Assistant Deans and Program Heads.
These policies and procedures should include the following:

1) A written contract to be offered before the summer session starts
2) A list of specific job duties and amount of compensation to be detailed in the contract
3) A consistent pay formula to be used across all college campuses.

The motion was discussed to endorse the resolution in order to develop consistent practices across all campuses.

A motion was made, seconded without objection, and carried to forward the Alexandria resolution to all Campus Councils.

State of the Faculty Report

Chair of the Chancellor’s Faculty Advisory Committee (CFAC), Dr. Charlie Errico, reported on their work to date. The CFAC consists of 23 people, all teaching faculty, who represent the 23 community colleges in the VCCS system. They operate on a team approach designed to develop positive dialogue between faculty and VCCS leadership on system-wide issues.

Dr. Errico explained that 70% of NOVA’s funding now comes from tuition and, as a result, the Chancellor’s focus is now on retention. For every 100 students that apply to NOVA, only 14 graduate. The college has a “leaky pipeline” as students don’t stay with us. The highest attrition level is with African American males. Enrollment and retention are both big issues now. NOVA is the only college in the VCCS system using on time registration, which has helped increase retention rates and other system colleges are hoping to develop the same practice.

Dr. Errico mentioned the 4% faculty salary increase received last year and that things look fairly good for a pay increase this year but we will know more in December. VCCS is currently working on summer pay and overload pay. The summer pay formulas are all different among the 23 community colleges.

Dr. Errico went over the new Faculty Evaluation System in which senior faculty are formally evaluated only at the end of their multi-year appointments. The reason for that is to place greater emphasis on the evaluation of new faculty in the first 3 years of their appointment and provide mentorships to help them develop their teaching skills. Last July, a Dean from every one of the 23 campuses met to put together a best practices guidelines to make the evaluation system work better. The reward amount of $200,000 was budgeted this year again for the Reward and Recognition program.

Dr. Errico talked about the Associate Instructor position, a one year temporary renewable position focused entirely on teaching. Many in this category come from our adjunct community as they like the position which includes benefits.
The changes in VCCS policy initiated by CFAC include:

- The burden of proof section on “meets expectation” from the faculty evaluation has been removed and the expectation is that faculty have met expectations unless there is substantial and documented proof otherwise.
- Early retirement program: Senior faculty members in their last 3 years may drop back from 100 percent contracts to 80 or less with approval of their Dean or Provost. This preserves institutional memory and allows mentorship of junior faculty. Faculty may buy back their health care benefits. Dr. Errico is working with HR to get this implemented by next Fall. This is a win-win proposal for the budget and the faculty.
- Consensual and Familiar Relationships: VCCS prohibits romantic and/or sexual relationships between faculty members and students in their classes. Secondly, if a faculty member’s relative is in the classroom, the instructor would simply be required to notify the Dean.
- Professional Development/opportunities for awards: Dr. Errico reminded faculty about the Chancellor’s Faculty Fellowship, Chancellor’s Award for Teaching Excellence, and New Horizons.

Dr. Errico ended his presentation by saying that the Chancellor and faculty need to work together, particularly to solve the retention issues and this is all about our students - not a “them versus us.”

**Faculty Handbook Addition: Pollution Prevention**

Chair Todd reported the Director of Facilities Management Service (Steve Patterson) requested the addition of the statement below to the Faculty Handbook in order for NOVA to comply with the Federal Clean Water Act and NOVA’s Municipal Separate Storm Sewer System permit. The policy was approved both by the Legal office and by the Administrative Council and already exists in the Student Handbook:

**7.3250 Pollution Prevention**

*College employees, students, visitors, contractors, or other persons under their control, shall not litter on any NOVA owned or leased property; dump objects, substances, or liquids into storm drains; or carry out personal vehicle maintenance, personal vehicle washing, or state vehicle washing, subject to certain conditions, on any NOVA owned or leased property. All persons disposing of pollutants shall use specified trash or recycling containers on campus, or dispose of items properly through local jurisdictional waste and recycling facilities.*

A motion was made, seconded without objection, and carried to approve the addition of the Pollution prevention policy in the Faculty Handbook.
**Faculty Directory/ College Catalog**

Chair Todd mentioned the out-of-date college catalog, currently being done manually by Dr. Robertson’s office. He posed the question about whether the information was still valuable or whether it should be removed entirely. The faculty directory is also not current.

Some Senators felt there might be a marketing aspect to retaining the catalog and that it could be historical as well. A student mentioned that he used the catalog to look at the qualifications of the instructors.

Mr. Todd asked Senators to consult with their campuses on the issue and it will be revisited again at the January meeting.

**PHY Cluster ELI Concerns and ELI Discussion**

Physics Professor Dr. Walerian Majewski reported ELI concerns on behalf of the STEM faculty at the Annandale campus. With the development of the full spectrum of physics online courses, there have arisen issues of quality control and responsibility. He brought attention to a controversial situation in which non-physics ELI staff members are in charge of the hiring, training and evaluation of the Physics online instructors.

ELI courses are not under the control of the Academic divisions, but done by ELI staff who are not qualified in the discipline. Without consultation with the Physics cluster, ELI dropped more than two-thirds of the Fall Physics classes without any consultation with the campuses leaving adjunct instructors without courses and forcing students to reregister for other course times.

Dr. Majewski presented a graph that demonstrated the overly large numbers of students receiving high grades in Physics on line courses compared with students taking the same courses on campus.

Dr. Majewski stated that ELI should be a service but instead they operate like a separate campus. They also appear to be solely a for-profit enterprise.

In summary Dr. Majewski urged the College to address the issues of quality control as the lack of subject matter oversight has eroded the integrity of their Physics courses.

Senators voiced a number of comments. Senator Chad Knights, as Chair of the ELI Ad Hoc Committee, reported that they convened their first meeting and the first problems addressed were the pay proration issue and the NOVA Chemistry and Biology courses not transferring to George Mason because the online labs are not acceptable. The charge to the committee, comprised of three members each from PSC, ISSC and the Senate, is to improve the interactions between ELI and academic administrators.
Another issue being addressed by the Committee is SSDL (shared services, distance learning). NOVA offers our courses to other colleges but the campuses don’t receive information about the students in SSDL and therefore do not recoup monies that should be directed to the campuses. The issue of ownership has not been addressed.

Senators voiced a number of comments including that online courses are vetted through ELI and not the academic clusters. This is a violation of the requirement. Senators teaching Geology voiced the same concerns as those experienced by the Physics cluster, with no academic control and the online courses not being accepted at transfer institutions.

Student Senators reported that the classes were taught poorly, just “doling out the knowledge,” and that instructors do not respond to their emails. One student Senator recently completed an online Sociology course that used old data. Student said the No 1 complaint is not getting any instructor feedback, especially on exams.

The Personnel Service Committee, as reported by a former PSC member, took this issue on in two meetings last year with Dr. Majewski but nothing was done. Dr. Lerner told PSC members that VCCS controls the course content and faculty relinquish this once a course goes online. She further stated there should be no prep time and instructors are paid according to the number of students in the class. A motion was made at that time that faculty who teach online should be compensated in the same manner as faculty on campuses.

Chair Todd summed up the problems by stating there are multiple issues that intersect and the Senate is not the place to recommend program solutions. However, if the Senate would like to send a motion forward, we can recommend that ELI issues be taken very seriously by the administration.

A motion was made, seconded without objection, to forward a recommendation that states the College Senate strongly recommends to the President and Administrative Council to immediately prioritize a comprehensive review of the Extended Learning Institute and assessment of its academic rigor.