College Senate Meeting
Minutes
September 17, 2009

Attendees: Ray Bailey, Todd Bennett, Athos Brewer, Ron Buchanan, Nancy Chamberlain, Sally Cool, Danae Erickson, Pat Gary, Bobbie Gershan, Mary Kot-Jansen, Renee Kesner, Will Mallon, Kim Monti, Niki Neal, Hong Nguyen, Kathleen Odige’, Linda Pinkard, Mike Polcen, Dana Roggenbaum, Joyce Samuels, Angie Shoemake, Kevin Simons, Will Straight, Jayne Townend, Alicia Tucker, Mike Turner, Frances Villagran-Glover, Dave Williams, Kimberly Wright

12:50 Welcome and Introductions
Meeting was called to order at 12:20. Pat Gary welcomed Senators and guests, Al Ross, 08/09 Senate Chair and Ed Banas, 80/09 Committee on Committees Chair.

1:00 Briefing by Dr. Templin
- Dr. Templin presented the college budget cycle as well as previous and upcoming cuts to the college budget made by the State. The financial impact is significant but can be mitigated to some extent by increases in tuition and enrollment.
- The college will try to increase enrollment and revenue by expanding outreach to Prince William/Manassas high schools, offer retraining programs for adult workers looking to change careers, aggressively expand online programming, seek additional international students, and utilize public/private partnerships where feasible.
- The college will look at measures to make the school more cost-efficient by exploring the ratio of FT/PT faculty in the summer session, changes to course overload policy, class size in online courses, marketing, and using technology to improve efficiency.
- The ad-hoc budget committee will reconvene
- Dr. Templin will conduct town hall meetings to communicate directly with the college community.
- There may be additional funds for community colleges available through an Obama community college initiative. NOVA will pursue this opportunity aggressively; however, any funds will be targeted towards improving programs and will not be available to fill the college’s existing budget gaps.
- Dr. Templin’s fundamental objective is to implement changes that make the college stronger for the future as opposed to temporary budget fixes.

Questions followed Dr. Templin’s briefing.

2:20 Senate Overview- Patricia Gary
- Pat presented an overview of the purpose of the senate: to serve as an instrument for faculty, staff and administrators to express viewpoints with the
focus on developing an environment for academic excellence. Emphasis was placed on the Senate’s structure, the College Forum structure, election to the Senate and the Steering Committee.

2:40 Workings of the Senate-Al Ross
- Al addressed the process through which a proposal becomes policy. Most proposals come to the senate from campus councils, Instructional and Student Services committee, or Personnel Services committee. Proposals may also originate in the Senate and be referred to Campus Councils or committees. Ultimately, recommendations made by the College Senate go to the Administrative Council which may approve or reject a policy.

2:50 Overview of Committee Structure-Ed Banas
- Ed offered an overview of the committee structure-explained the college forum and its workings. Addressed the primary functions of each of the college’s committees. Ed emphasized the importance of the Committee on Committees and the work that they do to recruit colleagues to serve on the college-wide and campus based committees.

3:00 Senate Constitution and Bylaws-Ray Bailey
- Ray recommended viewing the College Senate constitution listed in the faculty handbook. The handbook describes each of the college committees, their roles, and the functions of the Senate. Ray shared the historical functioning of the Senate-emphasizing the strong sense of collegiality among different employees and employee work groups here at NOVA. Ray remarked that this level of cooperation is unique and notable among colleges. He highlighted the fact that the institution has functioned effectively since 1974, with minimal changes in its structure or organization. Ray also emphasized importance of the continued focus on values and the maintenance of the long precedent established by the Senate.

3:10 Committee Vacancies
- Pat identified remaining vacancies on college committees. Motion was made to return this item to the steering committee. Motion carried unanimously.

3:15 Meeting adjourned