Northern Virginia Community College
College Senate Meeting
Minutes
October 21, 2010

Attendees
Alexandria: Ken Balbuena, Anne Anderson, Jim McClellan, Joan Blankmann
Annandale: Barbara Saperstone (for Sam Hill), Athos Brewer, Kevin Simons, Barbara Divers,
Cheri Bridgeforth
Loudoun: Diane Mucci
Manassas: Ron Buchanan, Alicia Tucker, David Scango, Rachel Zuckerman, Mary Ann Schmitt
MEC: Patti Ottavio, Kathryn Willis, Kathy Grilliot
Woodbridge: Bobbie Gershman, Ann Turpyn, Alfred Ross
CS: David Mastropaolo, Claudia Chirinos, KerinHilker-Balkisoon, Frances McDonald,
Jayna Townend
Guests: Charles Errico, Personnel Services Committee, Robert Templin, President,
Allison Thimblin, Quality Enhancement Plan Committee

Senate Call to Order

Chair Alfred Ross called the meeting to order and welcomed Senate members.

Approval of Minutes

A motion was made and seconded to approve the minutes from the September 16 meeting with a minor change to the wording on the ISSC Committee recommendation: “Committee decided to defer the discussion back to the Annandale Campus Council to determine their decision.”

Action Item: Personnel Services Committee Proposals/PSC

Dr. Errico distributed copies of the PSC proposal for discussion, gave an overview of all four proposals and asked that the Senate address Proposal Number 4 - full-time faculty summer pay. A Senate approval on this would allow Dr. Templin to send the proposal forward for a decision and establish a college policy as soon as possible. Members were asked to provide additional comments to Dr. Ross by e-mail no later than tomorrow. If the comments from the Senate and PSC are similar, they will be combined. If there are substantive differences, Dr. Ross will communicate with Senate members through e-mail immediately.

Proposal Number 4- Full-time Faculty Pay: A motion was made to amend the second and third sentences to exclude “and administrative duties of assistant deans and program heads” and to read: “It further recommends that full-time faculty should receive no less than six semester hours of pay at the summer contract rate. The summer play formula should include stipends for faculty advising and other approved activities.” A sentence was added to the end of the proposal to read: “The summer pay workload should be reviewed annually.” A motion was made and seconded and the motion carried. The Chair also suggested tabling a discussion on the specific details of the summer stipend itself until hearing from Human Resources with additional information to ensure consistency across all campuses.

Proposal number 1- Summer Release Time and/or Stipends for Assistant Deans and Program Heads: A motion was made that the Senate go on record to endorse compensation for assistant deans and program heads for
summer work. The motion was seconded and carried. A discussion took place on the logistics of crafting the pay proposals with either a separate proposal for assistant deans and program heads or merging of the proposal with the summer pay for faculty.

Proposal Number 2 - Interpretation of VCCS-29 Promotion Guidelines: Dr. Errico went on record with an apology to Mr. Mastropaolo for any misunderstanding between the Senate and Human Resources as a result of a communication sent to the committee from an instructor. Mr. Mastropaolo accepted the apology and led a brief discussion on the issue of documentation of all post-graduate degree hours. The chair entertained a motion to table further discussion on the issue until additional language was provided by Human Resources. The motion was seconded and carried.

Proposal Number 3 – Staff and Faculty Service Award: A discussion ensued on the manner in which an award of this type would be funded, the amount and type. The Chair entertained a motion to table further comments on the awards process for further information from Human Resources. The motion was seconded and carried.

Conversation with Dr. Templin: Dr. Templin made clear that the summer play for program heads should be consistent across the college and that academic advising in the summer is in addition to and separate from the advising connected to teaching. The prorated pay is attached to this advising. He also reassured Senate members that the summer session is now on a sustainable course. He reiterated that the college is on a firm financial footing, with NOVA’s reputation soaring. The Strategic Planning Review took place and the conclusion in part is that the community is growing in Northern Virginia, which means that NOVA will be increasingly important for students seeking four-year degrees as well as for degreed professionals looking for retraining. He also stated that the Safety and Security commission report was finalized.

Quality Enhancement Plan/QEP: Dr. Allison Thimblin provided an update on the reaffirmation of NOVA’s accreditation. The accreditation is no longer under the 1998 Criteria for Accreditation, but instead now under the principles of accreditation, which include 74 comprehensive federal standards. The overall subject area that NOVA chose to address as its QEP was Enhanced Academic Advising. Dr. Allison distributed the first draft of the mission statement which elaborates the theme of “teaching and learning taking place through advising,” and she stated that the committee was in the process of developing an assessment survey. Dr. Thimblin stated members of the QEP committee were willing to visit with campus councils to further explain the goals and asked that council representative be in touch with her to schedule visits.

Additional Items:

- Working calendar recommendations were agreed upon.
- College committee forums were decided.
- The Chair suggested that a recommendation be put forward to create a job description and hire a P3 position to record the minutes and assist with committees. He will draft a position description.
- The Chair is still looking for students to participate in the College Senate. He asked that names be forwarded to Alicia Tucker, Chair of the Committee on Committees.

The next meeting is scheduled for November 18 at 1:30 in the Large Board Room of the Brault building. A motion was made and seconded to adjourn. The motion carried.