College Senate
Meeting Minutes
Thursday, February 16, 2012
Annandale Campus
1:30-3:15 p.m.

Alexandria: Ms. Anne Anderson, Ms. Joan Blankmann, Mr. Jose’ Zalles,
Annandale: Ms. Felicia Blakeney, Ms. Barbara Divers, Dr. Charlie Dy
Loudoun: Mr. Josh Anton (student representative), Dr. Diane Mucci (chair), Mr. Mike Polcen, Dr. Georgeanna Stratton
Manassas: Mr. Alex Longhi, Ms. Alicia Tucker
MEC: Ms. Friba Alizai, Mr. Andrew Cornell, Ms. Patty Ottavio, Ms. Christine Slevin
Woodbridge: Ms. Maria DeLongoria, Mr. David Dillon, Ms. Alice Reagan, Ms. Ann Turpyn
ELI: Dr. Frances McDonald, Ms. Katie Smith
College Staff: Ms. Kerin Hilker-Balkissoon, Mr. Joshua Hutton
Guests: Mr. Charbel Fahed

Call to Order
The chair called the meeting to order at 1:30p.m..

Approval of January 26, 2012 Minutes
One senator asked about information included in the section on Scholarships and Financial Aid. The chair also informed senators that they should confer with the College Recorder for any edits and corrections to the January minutes.

College Staff Constituency
Ms. Hilker-Balkissoon discussed 600 college staff employees. The constituency consists of staff who works on central administrative functions of the college. She requested the College Senate to revise by-laws to allow for more college staff on the Senate and a College Staff Constituency committee. Consequently, one classified staff member agreed to support such a change.

Ms. Reagan explained the process of revising by-laws and amending the constitution of Northern Virginia Community College. Ultimately, the Administrative Council must approve this motion as well. Moreover, the chair explained that the development of personnel to focus on this function such as a Task Force has never been addressed. The chair also requested member support for a Task Force to research this process and continue this effort into the 2013 academic year. An outside Task Force may consist of anyone who would be interested in continuing with this Task Force committee. Then, the chair asked for a motion.

As a result, the motion was made to develop a Task Force Constituency and increase the number of college staff on the College Senate.

College Calendar
Then, the chair addressed the consolidated calendar. Furthermore, the chair explained that Patti King would address any questions and concerns regarding the consolidated calendar. Addressing the committee via conference call, another senator asked about the appropriateness of time and scheduling regarding the calendar.

Additionally, other senators detailed that the consolidated calendar demonstrated errors in dates for the last day of classes and final exam week. The dates should be revised as May 6, 2013 (5/6/2013).
Ms. King explained that edits to the consolidated calendar were being researched and considered. Moreover, other senators asked about numbering pages on the calendar. However, the consolidated calendar is prepared by WSDM online. Nevertheless, Ms. King will discuss this matter with the WSDM staff members regarding improving the format of the consolidated calendar. Finally, many senators stressed the need to include the commencement date for May 2012.

Furthermore, one senator identified inconsistencies in faculty evaluation and appointment for the both academic years 2012 and 2013. **After much discussion of the consolidated calendar, the chair made a motion to approve the calendar edits. This motion was approved.**

### PLACE Proposal

PLACE is NOVA’s portfolio development program that allowed students to gain credit for prior enrollment in school and work experience. To explain, faculty members evaluated portfolios of students in SDV 298, and they determined if students should receive credit. Faculty members who evaluated portfolios traditionally received $1/10th of a teaching credit, but the new proposal was to give faculty members a stipend of $100 as compensation (as opposed to $1/10th of a teaching credit).

One senator posed questions such as:
- What happens if a student’s portfolio does not pass?
- Can students request information about whom evaluated their portfolio?
- Can students repeat the process?

To explain, the rationale behind this approach was to lower SDV course fees. The college policy permitted students who were attending classes at NOVA to obtain a two-year degree and challenge up to five courses. Thus, many senators expressed concerns about how students developed and applied competencies in their majors. Additionally, senators also suggested redirecting the focus of portfolio evaluators towards a one-credit SDV course. In sum, there was no evidence that reducing faculty salaries or stipends will decrease the cost to students.

One senator opposed this concept because evaluating portfolios is a harrowing process. In addition, evaluators have not received enough compensation. **Then, senators moved to return the Reimbursement Proposal for PLACE Evaluators to the PLACE program for further information. The motion was unanimously approved.**

Other senate members made the following comments:
- Where was the money from the reduced stipend going?
- How was the SDV credit evaluation connected to the SLOs?

### Bookstore Issues

The chair expressed many of the concerns and problems of campus bookstores on many NOVA campuses. The bookstore should have a more accessible website. Furthermore, students arrived to class with the wrong textbook. Students have also written complaints regarding NOVA bookstores. Ms. Blankmann suggested that bookstore hours be disseminated more effectively on the webpage. **As a result, the members of the College Senate recommended that NOVA bookstores should improve the web page. Also, information about the bookstore should be updated on the Northern Virginia Community College website.**

Afterwards, dialogue commenced regarding whose responsibility it was to update the website.
The Dean of Students (Dr. Barbour) inquired about the bookstore staff and workers. Then, Mr. Cornell suggested discussing this issue with Tony Bansal about contractual issues.

One student stated that campuses should share information about how students should conduct business with the bookstore. For instance, students at the Loudoun campus must demonstrate evidence that a course was dropped before refunds for books can be issued.

Afterwards, the chair requested that senators make a motion to Tony Bansal, Rick Tittman and the Web Services and Design Management Team concerning improvements and changes for the bookstore web page.

NVCC Award Committee
Mr. Fahed discussed the proposal to add two additional awards for VCCS Chancellor’s Professorships and Fellowships. According to the proposal, the operations and composition of this committee have been an anomaly, and need to be revised. The proposition read as follows:

- Add to the Awards Committee at least two more members, among PHD teaching faculty from STEM disciplines, at least one from Annandale, one from Alexandria; and
- Stop limiting the flow of research time release and research funds forwarded to Richmond for Chancellor’s awards. All high-quality competitive proposals need to be submitted to the VCCS Review Committee for final competent decision by the panel of outstanding educators-specialists.

Other deans expressed that the problem was that NOVA only gets one vote on this matter. Ms. Reagan stated that the College Senate needed to ask the awards committee how many proposals were acceptable. Another senator urged that the professorships and fellowships should not only be exclusively for faculty with doctoral degrees. Because participation was already low, senators determined that raising the bar at this time was a bad idea.

Senators of the College Senate posed questions such as:
- What was the criterion to accept proposals from NOVA?
- How many proposals were submitted?

The College Senate recommended that Charbel Fahed return this proposal to the awards committee to get more information.

Expect the Best- At NOVA
The precipitating concern was that some students did not know how to conduct themselves. Civility on campus was a major issue. Students in SDV were queried to see if students were amenable to guidelines for improving the learning environment on NOVA campuses.

One senator referenced the voluntary code on the Alexandria campus termed the “Learning Environment.” Dean Barbour also addressed the importance of the Care Team in civility on campus, acting appropriately in the classroom, and the safety of everyone on campus. The Dean of Students and other senators agreed that many of the concerns addressed classroom management. Still, other senators stressed that this document can begin a discussion of how to be and expect the best at Northern Virginia Community College. Finally, this handout can be used as a teaching tool in classes.

Because Dr. Templin has consistently stressed customer excellence as a real objective for the college, this document lent itself to such measures. Moreover, the college must address this concept with the legal department before reaching a conclusion on this matter. Furthermore, one student representative also encouraged senators to reflect on what portions of the “At NOVA-Expect the Best” document was enforceable.
In conclusion, the College Senate motioned to support this document, but the Instructional and Student Services Committee must share the document with the legal department for support. This motion was approved.

New Business
Concerns about campus safety sparked many senators to request that Mr. Flagler and Mr. Dusseau should be contacted and queried for solutions to this problem.

Follow-Up to Proposal for SAC Fees
Mr. Josh Anton spoke about four points of consensus form a previous proposal. Mr. Anton reviewed the following points of discussion. Students at NOVA campuses agreed on the following issues:

- Raise the student activity fees incrementally over a period of 5-7 years;
- Smaller NOVA campuses should benefit from the increase first;
- Short-term and long-term benefits would help Manassas and Loudoun campuses the most; and
- Student activity fees would also help with the construction of the Alexandria Learning Center.

The College Board approved an increase in student activity fees. These fees would increase from $1.60 (per credit hour) to $2.10.

In addition, Mr. Josh Anton also proposed an intercampus bus route which connected all NOVA campus locations. After much dialogue and debate regarding this matter, he urged senators to support him in this concept on a smaller scale.

Announcements
The chair also reported to members that the College Board increased the cost of parking decals effective Fall 2012. A motion was made and approved to develop a Task Force Committee to review and research this matter. However, the constituency needed to be crafted. The chair will send information to senators to gain feedback.

Elections and Credentials Committee
The Elections and Credentials committee, with Alicia Tucker as the new chair, met immediately after the College Senate meeting.

The motion to adjourn was approved at 3:27p.m.

LaToya Gray, College Recorder, respectively submitted these minutes.