College Senate Meeting
October 18, 2012

Minutes

Members Present:
Alexandria: N.V. Fitton, Matt Todd, Charles Pumpuni
Annandale: Jill Caporale, Charlie Dy, Stewart Edwards, Abe Eftekhari
Loudoun: Hashem Anwari, Laura Siko, Georgeana Stratton
Manassas: Mary Anstic, Sheri David, George Flowers, Alex Longhi
MEC: Paula Smith
Woodbridge: Shirley Delgado, Alice Reagan, Al Ross
College Staff: Jamie Ellis, Kerin Hilker
ELI: Frances McDonald, Sue Picard
Presidential Appointments: Charlotte Calobrisi, Mark Kidd, Julie Leidig, Chanee Singkarlvanich

Alternates: Jennifer Ward for Charles Pumpuni

College Recorder: Norie Flowers

A motion was made to approve the agenda, seconded without objection, and carried.

Approval of September 20, 2012, minutes: A motion was made to accept the minutes as amended to add Georgeana Stratton to the list of members present.

Consideration of the Working Calendar for 2013-2014: A Committee discussion took place on the two working calendar drafts:
1) The Dr. Barbara Saperstone draft that moves the class start date to Monday, August 26. The rational for this change was that the window between new faculty orientation and the start of classes was too short.
2) The Senate Committee draft that preserves the original class start time of Wednesday, August 21. The motive for this time frame was that the end of the semester would be pushed too close to the winter break and a major holiday.

Committee members were in agreement that it is not always possible to build a convenient class start date when holidays fall differently each year, addition to the August 16 contract start date. Members also felt that the winter break was vital to provide the necessary time to prepare for the next semester and/or provide an opportunity to schedule a winter break class.

While there was a clear understanding that a move to a 15-week semester would require a VCCS variance, members felt it was important to come back to the table for a future discussion on the issue, as other colleges in the VCCS system already have the shorter semesters. Mr. Ross will locate the original report that went to the Administrative Council for approval.

A motion was made to accept the standard committee draft number two, seconded without objection, and carried.
Consideration of the Summer 2013 Pay Proposal from the Personnel Services Committee/PSC: Chair Ross presented the PSC summer pay proposal on behalf of Dr. Charles Errico, the Chair of the Personnel Services Committee. The proposal calls for a recommendation for compensation of full-time faculty who wish to teach in the summer of 2013 to receive equivalent pay for the first eight hours and have the opportunity to teach an additional five hours (a total of thirteen) at the overload rate. Faculty would receive roughly the same compensation for the first eight hours in the summer that they would earn for teaching a similar load during the previous academic year. In addition, the college would provide stipends for structured faculty advising and for administrative duties performed by program heads and assistant deans.

This recommendation requests an increase in the summer pay from the formula that the college has used the past two years. Comments from Committee members included an appreciation for the current state of flat enrollments. Some felt there needed to be a balance between salaries and infrastructure – and what is needed to be able to teach. The issue of the higher Northern Virginia cost of living was raised in connection with the fact that the summer teaching stipends were critical to the financial well-being of faculty.

**A motion was made to accept the proposal, seconded without objection, and carried.** The proposal will be forwarded to the Administrative Council for consideration.

Committee Membership Update: The Chair of the Committee on Committees, Ms. Alice Reagan, distributed a handout and briefed Senate members on the status of the few unfilled slots on the Senate Standing Committees.

Chair’s Report: Mr. Ross informed Committee members that Dr. Templin was invited to speak at the November meeting and emphasized the opportunity this would provide to have a dialogue and ask questions. Dr. Errico was invited for the November meeting to talk about the new faculty evaluation proposal and at that time he will call for a group of Senate Committee members to join a group of PSC members to go over the new faculty evaluation proposal and provide recommendations.

Two proposals were e-mailed to Chair Ross:

- **Consideration of offering a Bachelor of Science degree for limited programs:** Members indicated that if a four-year degree were approved, NOVA would then become a four-year institution, thereby requiring significant investments in the college. Mr. Ross suggested several approaches that members agreed upon:
  - Discussing the subject first with Sheri Robertson, Associate Vice President for Academic Affairs.
  - Presenting the proposal as an agenda item to all Campus Council Chairs.
  - Inviting Dr. Schiavelli, Executive Vice President, to the November meeting.

- **Notification of Price Changes:** The Annandale Campus Council received a proposal from the Director of Business Services that stated that students would be notified within a given timeframe on price increases. Council members felt this proposal needed to be vetted further as there was provision for either approving or disapproving the proposal, addition to several price increases that have already taken place. The Chair recommended that this proposal be forwarded to the Campus Councils well as forming a Senate subcommittee to look into the issue
and provide a report to the Committee at the November meeting. Volunteers included: Matt Todd, Kerin Hilker, Jill Caporale, Sue Picard and Mary Anstice and, if possible, a student representative.

Other Business:

• Mr. Ross will send out letters shortly on the College-wide Committee Structure.
• Annandale Campus Council members asked about the current lactation policy status; skateboarding policy; and the student handbook policy. Mr. Ross clarified that student handbook issues should be referred to the Instructional and Student Services Committee.
• Summer hold over issues that the Chair will report on included changes to the Faculty Handbook and the smoking policy.

A motion was made to adjourn the meeting at 3:30 p.m., seconded without objection, and carried. The next Senate Committee meeting is scheduled for Thursday, November 15, at 1:30 p.m., in the large board room of the Brault building.