NOVA ALEXANDRIA CAMPUS COUNCIL

FRIDAY, SEPTEMBER 18, 2015 MINUTES
Meeting was called to order at 12:30 PM

ATTENDANCE:
Members:
• Margaret Emblom-Callahan, Chair, Matthew Todd, Co-Chair, Katie Hoskins, John Lechelt, Kirsten Riddick, Coreda Clark, Matthew Fox, Alka Gandhi, Kelly Hebron, Ruth Takushi, Frances Villagran-Glover, Ronald Buchanan, Provost

Guest:
• Michelle Sullivan, Executive Director, Access Hope, Andrea Bilson, Executive Assistant to the Provost, Vincent Cordray, Honors Program – Student, Shonette Grant, LAD LA Division, John Sound, Honors Program

OPENING REMARKS AND WELCOME:
Giving by Dr. Margaret Emblom-Callahan, Chair

INTRODUCTIONS:
Members and guest went around the table and introduced themselves to the group.

APPROVAL OF APRIL 17, 2015 MINUTES:
Minutes were approved (all in favor)

OTHER OFFICERS – VOTE
• Coreda Clark was voted in as Secretary (all in favor)

FORMATION OF THE STEERING COMMITTEE:
• The Steering Committee provides more organization than the campus council
• Steering Committee Members: Jack, SPS, Matt Todd, Administrative Faculty, Kirstin Riddick, Classified, Ruth Takushi, LA, Margaret Emblom-Callahan, MSE
• Kirstin Riddick will develop a form for suggestions
• Ronald Buchanan suggested that if concerns or topics are presented, make sure to ask if there is a solution
• Vincent Cordray stated that if you have recommendations to please forward them to Margaret Emblom-Callahan

STUDENT REPRESENTATIVES – DISCUSSION
• Margaret Emblom-Callahan has asked the SGA for volunteers to join the Campus Council along with student representatives. SGA elections are next Friday, September 25, 2015
• Ronald Buchanan suggests that the SGA President be a member of the Campus Council

DISCUSSION OF OTHER COMMITTEES
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COLLEGE SENATE (ADVISORY COMMITTEE):
- Started yesterday, September 17, 2015. More representation is needed. They need 3 more faculty members and 1 classified member.
- College Senate meets on the 3rd Thursday of the month from 1:00 PM – 3:00 PM
- Campus Council meets Friday after Senate from 12:30 PM – 2:20 PM
- Volunteers approved to join the College Senate
  - Margaret Emblom-Callahan, Faculty - MSE, Alka Gandhi, Faculty – SPS, Ruth Takushi, Faculty – LA, Kirstin Riddick, Classified
- Representation on the College Senate is for 2 years

CAMPUS REWARDS AND RECOGNITION
- If you are interested in being on the committee or have suggestions, email Margaret Emblom-Callahan

JOHN SOUND ON THE ALEXANDRIA HONORS PROGRAM
- Honors courses have been with NOVA for a long time; however just without structure
- John Sound has been talking with 4 university, Virginia Tech, JMU, _____, and ______
- Virginia Tech will take 6 credits of honors, JMU will take _____,
- John Sound is trying to get more Honors advertisement posted to get the word out about all of the Honors classes offered at NOVA
- John Sound would like to open an Honors Center on the Al Campus. Other NOVA campuses already have a center for honors students. The Provost is onboard with having a center here on the AL campus. The center will expose students to the honors program as well as get help and advice. AA 379 is a possible classroom for the center. ACE might be another possibility.
- Ronald Buchanan thinks there should be a dedicated honors classroom. Recommend students to speak to John Sound about the honors program. Ronald Buchanan states that Honors is not just more seek time in the classroom and the program should not be tied to the standard course in the classroom.
- All agreed that campus council goes on record to support the honors center.

Question Asked: What do you get out of taking honors courses? Research, academic enhancement, additional scholarship money along with other great things.

MICHELLE SULLIVAN ON ACCESS HOPE
- Michelle Sullivan, Executive Director, Access Hope
- Michelle Sullivan’s goal is to provide better outreach services to our students. Currently Access Hope has individual sessions at the AN campus and the MEC campus. Group sessions are held at the AL campus. Up to 12 students in a group session. She hopes to start individual sessions on the AL campus soon. Students do have access to other sessions on other campuses.
- To receive services, students must be uninsured.
- Michelle Sullivan needs ideas from the Campus Council on how to get the info out to students.
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- Go to WTOP Click for a Case (like Access Hope on their website). Access Hope can receive up to $12K if chosen.
- If students need an evaluation for accommodations, a referral can be made through the disabilities services. NOVA Cares, individuals are on the board of Access Hope
- Access Hope will advertise in the NOVA Intercom, at the new student orientation and at convocation

SHONETTE GRANT ON ASSISTANT DEAN SUMMER STIPENDS

- The Assistant Deans on the Alexandria Campus is bring the Assistant Dean Summer Stipends issue to the Campus Council. They hope to get the issue to the Admin Council.
- Summer stipends are not consistent across all 6 campuses
- Assistant Deans want the option to opt out of summer duties
- Assistant Deans believe that all stipend amounts should be the same college wide
- Assistant Deans would like recommendations from the campus council
- All Campus Councils should write a memo to go forward to College Senate.
- Assistant Dean Contracts should be out before the summer session starts to include the amount of the stipends and outlined duties of the AD for the summer.
- Ronald Buchanan suggest to change the Assistant Dean title to Department Chair

Question Asked: Is there a written recommendation for what the Assistant Deans are asking for?
- Yes, the Personal Services Committee is creating a memo.

Vote – Campus Council are all in favor to move the Assistant Deans memo outlining their concerns to the College Senate

OTHER BUSINESS

Alexandria Campus Provost Search

- Ronald Buchanan discussed the process the timeframe for hiring the next Alexandria Campus Provost
  - Storebeck is the firm conducting the search
  - Steve Leo is the contact person.
  - Meeting with the hiring committee will be October 23 – 29, 2015 (2 of the 5 dates will be chosen for the meeting)
  - The Campus Council will be the core group in the screening and recommendation process, then the Provost Staff, followed by the classified staff, students and then an open forum for those who are not a part of any of the other groups
  - Timeline – meet by the end of October to use the next several weeks to draft the ad and advertise the Provost position by the 1st of December
  - The position will open and be advertised from mid to the end of January 2016
  - Screening of applicants will be in February 2016
  - Interviews will be done in March 2016
  - An offer will be given in April 2016
  - The new Provost start date will hopefully be July 1, 2016
- The Annandale campus Provost search starts 1 month earlier with a different firm. The firm being used is RPA
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- Get feedback from individuals in your division on what they want in a provost
- Screening and steering committee for the AL Provost search
  - Matthew Todd – Co-Chair of campus council
  - Faculty – Emily Childs (LA), Margaret Emblom-Callahan (MSE), Steve Ward (SPS)
  - Deans – Jimmy McClelland, Chad Knights, Deloras Scott, Niki Neal (academic leader/staff), Ivy Beringer opted out, Anil Manchanda (DCO)
  - Classified Staff – Kirsten Riddick (TILT), Sam Rosado-Rodriguez (LA), Coreda Clark (MSE), Ronando____
  - Provost staff)/College-wide – Roger Ramsammy, Sam Hill, Charlotte Calobrisi, George Gabriel, Cortez Henton
- There is no Student Services representations on the Campus Council.
  - No one ran – encourage someone to attend on behalf of Student Services
- Campus Council elections will be done again in May 2016
- Upcoming event to celebrate the 50th anniversary: a display will be in the library - Come Home to Create: Retrospective Art Show – Grand opening reception September 23rd
- Helping hands fundraiser …..everything is a $1
- Honors book club will be held on Wednesday, September 23rd in AA158

Campus Council meeting was adjourned at 2:41 PM