



Northern Virginia Community College

Northern Virginia Community College Board
Virtual Meeting June 22, 2020, 4:30PM
Agenda

This meeting was held remotely and electronically as access to the regular, campus-based meeting location was restricted due to COVID-19 precautions and access controls. It was conducted in accordance with Section 2.2-3708.2 of the Code of Virginia and Chapter 1283 of the 2020 Acts of Assembly to conduct regular business. Finally, the meeting was held using Zoom Meeting technology and in a webinar format with public access provided through a web portal on the College's website.

1. CALL TO ORDER - Chairman of the Board

Chairman Pearson called the meeting to order at 4:30pm and noted the following comments.

SPECIAL INTRODUCTORY COMMENTS for the opening of this meeting.

Per the guidance of VCCS Systems Counsel:

- This meeting will be an electronic meeting, held in accordance with Section 2.2-3708.2 of the Code of Virginia and Chapter 1283 of the 2020 Acts of Assembly to conduct regular business;
- This is an open, public meeting and has been made available for live viewing by the public through a posted Zoom link;
- Should our broadcast be interrupted, we will be notified, and we will have to pause the meeting;
- All votes will be made by roll call; and
- This meeting is being recorded and will be posted for subsequent viewing on the NOVA website

1.1 ROLL CALL- Lindsay Mills

Present from the College Board: Dr. Kerstin Carlson Le Floch, Ms. Julie Felgar, Mr. Ron Gill, Mr. Alvie Johnson, Dr. Anne Kress, Ms. Jennifer McGarey, Ms. Rosie O'Neil, Mr. Rick Pearson, Mr. Todd Rowley, Ms. Zuzana Steen, Mr. Christopher Wade, Student Liaison Mr. Daniel Christman

Present from the College: Ms. Mariella Abanto, Ms. Ina Dimkova, Dr. George Gabriel, Mr. John Guszak, Dr. Annette Haggray, Dr. Pamela Hilbert, Dr. Sam Hill, Ms. Corinne Hurst, Mr. Dana Kauffman, Ms. Akiva Kirkland, Dr. Chad Knights, Mr. Christopher LeCompte, Dr. Julie Leidig, Dr. Molly Lynch, Ms. Lindsay Mills, Dr. Donna Minnich, Mr. Steve Partridge, Ms. Kelly Persons, Dr. Nicole Reaves, Dr. Sheri Roberston, Dr. Steve Sachs, Mr. John Stephenson, Ms. Hannah Stoneburner, Dr. Frances Villagran-Glover

1.2 ADOPTION OF THE AGENDA FOR JUNE 22, 2020

Agenda to be moved and seconded unless there is a motion to amend the agenda as submitted. A motion to amend the agenda, if seconded, can be considered.

MOTION, SECOND AND A ROLL CALL VOTE

Vice Chair Rosie O’Neil motioned to move the adoption of the agenda. The motion was seconded by Mr. Ron Gill. Ms. Lindsay Mills initiated a roll call vote. Without objection, the motion carried.

2. CONSENT AGENDA

To be moved and seconded as a block, unless a motion is made, seconded and approved to consider the items “ad-seriatum” (separately). If this happens, each item will be considered individually with separate motions and seconds required.

MOTION, SECOND AND A ROLL CALL VOTE

Dr. Kerstin Carlson Le Floch motioned to move the Consent Agenda. The motion was seconded by Mr. Alvie Johnson. Ms. Lindsay Mills initiated a roll call vote. Without objection, the motion carried.

2.1 Approval of the January 27, 2020 NOVA Board Minutes

TAB 1

RECOMMENDATION: The Northern Virginia Community College approves the Board minutes as presented.

Academic Curriculum and Workforce Development Committee

2.2 Advisory Committee Recommendations

TAB 2

Copies or Resumes are distributed to Academic Curriculum and Workforce Development Committee only.

In the absence of a Committee meeting, unless there is objection from the Committee Chair or a member of the Committee, the full Board will directly approve the recommendations.

RECOMMENDATION: The Northern Virginia Community College Board approves the following recommendations for members of the Advisory Committees.

Business Management, A.A.S.

Shaun Anderson
Mark Botros
Sultan Chaudhry
Gus Gonzalez
Sean Vineyard
Harrison Wray

Engineering Technology, A.A.S

Robert Bowen

Information Systems Technology, A.A.S

David Linthicum

Dental Hygiene, A.A.S.

Emily Velez
Paul T. Olenyn

Diagnostic Medical Sonography, A.A.S.

Tatsiana Charapan
Randy Damron
Samar Saleem
Lauren Hand
Tammy Lamb
Amreen Hashmi
Nigel Thomas
Kendra Woodford

Air Conditioning and Refrigeration, A.A.S.

Scott Ruleman

Professional Writing Certificate

Barb Alag
Jessica Rapisarda

Finance, Building and Sited Advisory Committee

2.3 Quarterly Report, Local Funds Budget – July 1, 2019 through March 31, 2020 TAB 3

RECOMMENDATION: The Northern Virginia Community College Board has reviewed the final report of the Local Funds Budget for the period of July 1, 2019 through March 31, 2020 and approves it for record purposes.

2.4 Quarterly Report, Non-State Funded Investments as of March 31, 2020 TAB 4

RECOMMENDATION: The Northern Virginia Community College Board has reviewed the Quarterly Report of the Non-State Funded Investments for the period of July 1, 2019 through March 31, 2020 and approves it for record purposes.

2.5 Quarterly Report, Local Board Budget – July 1, 2019 through March 31, 2020 TAB 5

RECOMMENDATION: The Northern Virginia Community College Board has reviewed the Quarterly Report of the Local Board Budget for the period of July 1, 2019 through March 31, 2020 and approves it for record purposes.

3. ACTION ITEMS

Recommendations to be considered one item at a time with the action items to be moved individually by Committee Chairs (if present). A second is required for these motions as there will not have been a separate, committee vote.

Finance, Building and Sites Advisory Committee

3.1 Proposed Local Funds Budget Fiscal Year 2021, July 1, 2020 – June 30, 2021 TAB 6

RECOMMENDATION: The Northern Virginia Community College Board has reviewed and approves the Local Funds Budget for fiscal year 2021, in the amount of \$9,690,000. The Board authorizes the administration to make adjustments between line items and budget categories that do not affect the total budget, with the stipulation that such adjustments will be reflected in subsequent Quarterly Reports submitted to the Board.

MOTION, SECOND AND A ROLL CALL VOTE

Mr. Alvie Johnson motioned to approve item 3.1. The motion was seconded by Ms. Rosie O’Neil. Ms. Lindsay Mills initiated a roll call vote. Without objection, the motion carried.

3.2 Proposed Auxiliary Fees and Fines Fiscal Year 2021,
July 1, 2020 – June 30, 2021 TAB 7

RECOMMENDATION: The Northern Virginia Community College Board has reviewed and approved the attached schedule of auxiliary fees and fines for Fiscal Year 2021.

MOTION, SECOND AND A ROLL CALL VOTE

Mr. Alvie Johnson motioned to approve item 3.2. The motion was seconded by Mr. Todd Rowley. Ms. Lindsay Mills initiated a roll call vote. Without objection, the motion carried.

Student Services and Success Advisory Committee

3.3 Update to the Board's Policies and Procedures Manual

TAB 8

RECOMMENDATION: The Northern Virginia Community College Board has reviewed and approves the updates to the Board's Policies and Procedures Manual.

MOTION, SECOND AND A ROLL CALL VOTE

Ms. Jennifer McGarey motioned to approve item 3.3. The motion was seconded by Ms. Zuzana Steen. Ms. Lindsay Mills initiated a roll call vote. Without objection, the motion carried.

3.4 Additional Update to College Board's Policies and Procedures Manual

RECOMMENDATION: The Northern Virginia Community College Board has reviewed and approves the proposed updates to the Board's Policies and Procedures Manual and further approves the recommended changes in building names to be effective immediately.

MOTION, SECOND AND A ROLL CALL VOTE

Ms. Jennifer McGarey motioned to approve item 3.4. The motion was seconded by Ms. Julie Felgar. Ms. Lindsay Mills initiated a roll call vote. Without objection, the motion carried.

4. SPECIAL PRESENTATION – There will not be a presentation made at this meeting.

5. PRESIDENT'S REPORT – *(Full presentation attached at conclusion of minutes.)*

- Plans for fall semester
- FY2021 Budget

President Kress provided an overview of the fall semester reopening plans. Taking into consideration the guidance offered from the CDC, Virginia Department of Health, Governor Northam's Task Force, the VCCS Beyond the Pandemic Task Force, which she co-chairs, and NOVA's Return to NOVA Advisory Group (RNAG), NOVA has created a reopening plan which was shared with the greater college community on June 8 with classes beginning as scheduled on August 24. The plan included an onsite component for hands-on instruction with the ability to shift immediately to remote learning if required. She confirmed all courses will have a robust, quality Canvas online presence. She outlined plans for social distancing, required training, telework options, face coverings and cleaning and disinfecting protocols.

Dr. Kress stated a majority of NOVA's student services will continue to be delivered remotely with an expansion of the call center and virtual advising and support programming expected to be incorporated. Additionally, NOVA will not hold any campus events for students, employees or external organizations.

Dr. Kress answered questions from the Board following the overview of the reopening plan and will continue to offer clarity and communication if plans need to be updated to accommodate any changing circumstances.

Transitioning to the budget discussion, Dr. Kress outlined the planning scenarios which the college is modeling for the fiscal year 2021 budget. Understanding the College was facing a 6.8% enrollment deficit prior to the pandemic, specific strategies were implemented including using reserves, holding any open positions, revising the summer schedule, and reducing expenditures. Dr. Kress explained the use of enrollment data from years prior as well as setting realistic goals for enrollment moving forward all while narrowing in on the Key Performance Indicators as outlined in NOVA's Strategic Plan.

Dr. Kress indicated the key takeaways in terms of looking at next year's budget is that NOVA is going to be impacted in at least two ways by the pandemic; (1) a reduction in general funds from the state and (2) a reduction in enrollment. She then acknowledged NOVA can, in part, control enrollment emphasizing the need to increase enrollment through recruitment and retention and effective scheduling.

A general question and answer session took place with Dr. Kress offering clarification on specific areas and stating her presentation will be appended to the minutes for future reference for all.

6. CHAIR'S REPORT

Chairman Pearson began his report by sharing the unfortunate news of the passing of a former Chair and member of the College Board. Dr. Claiborne T. Richardson represented Fairfax County on the Board from 1990 to 1998. In addition, Dr. Richardson was the founder of the Reunion Music Society, Inc. and a life-long advocate for excellence in music education. Along with former Fairfax County Board of Supervisors Chair Sharon Bulova, he co-founded the Braddock Nights concert series, and was the first music director for the NOVA-Annandale Symphony Orchestra.

Chairman Pearson asked everyone to join him in a moment of silence in honor of Dr. Richardson and his service to music, his community, and our College. Mr. Pearson asked Ms. Lindsay Mills to include his statement in the minutes and that we forward a copy of the minutes to Dr. Richardson's son.

Consideration of a resolution commending faculty, staff and students for successful completion of spring semester.

TAB 9

MOTION AND SECOND

Ms. Rosie O'Neil read the resolution commending faculty, staff and students and put forth the motion to approve and adopt the resolution. The motion was seconded by Mr. Christopher Wade.

BOARD DISCUSSION, Recognizing members for comment

Ms. O'Neil thanked Dr. Kress and her team for their grace, dedication and leadership during these unprecedented times. Acknowledging Dr. Kress had just arrived at NOVA a mere 60 days prior to the pandemic, Ms. O'Neil noted her leadership and transparency never wavered. Ms. O'Neil also offered thanks to NOVA's Educational Foundation for putting together an incredible and generous grant program to support NOVA's students.

Mr. Christopher Wade offered his appreciation to Dr. Kress for referring to historical budgets and planning the future based on that information. He seconded Rosie's comments and thanked Dr. Kress and the college team for their dedication.

ROLL CALL VOTE

Ms. Lindsay Mills initiated a roll call vote. Without objection, the motion carried.

Consideration of a resolution of commitment and in support of NOVA's equity mission.

TAB 10

MOTION AND SECOND

Chairman Pearson read the resolution of commitment and support of NOVA's equity mission. Ms. Rosie O'Neil motioned to approve and adopt the resolution which was seconded by Ms. Zuzana Steen.

BOARD DISCUSSION, Recognizing members for comment

Vice Chair O'Neil requested for the resolution to be incorporated into future onboarding training for incoming College Board members. Suggestions were made to condense the statement for publication, signage and website use while also appending the full statement on a separate URL page of NOVA's website.

Dr. Kress thanked the Board for the significant statement during a very difficult time for so many. Knowing the Board fully supports the college's work to address systemic racism and to take action against racial injustice is incredibly important to her and the college as a whole.

ROLL CALL VOTE

Ms. Lindsay Mills initiated a roll call vote. Without objection, the motion carried.

Election of Officers for 2020-2021 Board year (Term beginning July 1, 2020)

SPECIAL INTRODUCTORY COMMENTS AND INSTRUCTIONS for conducting nominations and election, per the guidance of VCCS Systems Counsel:

- Given that only one Board Member (Rosie O'Neil) has expressed an interest in being Chair and only one (Zuzana Steen) in being Vice Chair, the College Board may, in keeping with Robert's Rule of Order, Article IV.22 suspend the rules for the normal Nominating Committee Process.
- The Chair, in keeping with Bylaw Section 9 of the Board's *Policies and Procedures Manual*, may request a motion to "Suspend the rules set forth in Sections 2.5 and 2.6 of the *Bylaws* for the purposes of moving a slate of officers for the 2020-2021 College Board Term."

Mr. Todd Rowley motioned to suspend the rules set forth in Sections 2.5 and 2.6 of the Bylaws. The motion was seconded by Mr. Christopher Wade.

- Once the Suspension Motion is properly moved and seconded, a roll call vote of the Board will be necessary. At least two-thirds of the members present must support the motion for it to pass.

Ms. Lindsay Mills initiated a roll call vote. With at least two-thirds of the members present and in support, the motion carries.

- The Chair should then ask if there are any other members interested in either office.

No other Board members expressed interest in the Chair or Vice Chair positions.

- If not, the Chair may request a motion for the slate of Rosie O'Neil as Chair and Zuzana Steen as Vice Chair for the 2020-2021 College Board Term.

Mr. Todd Rowley motioned to approve the slate of Ms. O'Neil as Chair and Ms. Steen as Vice Chair for the 2020-2021 College Board Term. The motion was seconded by Mr. Christopher Wade.

- If there are other candidates, the Chair would need to proceed directly to an election, with suggested procedures provided by staff.
- Finally, a slate having been properly moved and seconded, the Chair will request a roll call vote on the slate of officers.

Ms. Mills initiated a roll call vote. Without objection, the motion carried unanimously. Ms. Rosie O'Neil will now serve as Chair of the NOVA College Board with Ms. Zuzana Steen serving as Vice Chair.

Ms. O'Neil thanked the Board for bestowing upon her the honor and privilege of serving as Chair of the NOVA Board. She stated she, along with new Vice Chair Steen, is excited to continue the tremendous work she enjoys immensely. She acknowledged that now more than

ever she feels the call to lead the way in higher education ensuring everyone in the community is served with dignity and equality with a laser focus on inclusion and a full commitment to the highest quality of education.

7. OTHER/NEW BUSINESS

- Recognition that this is the last meeting for Daniel Christman as the Student Representative to the College Board.

BOARD DISCUSSION

Ms. O’Neil offered her thanks and appreciation for Daniel’s commitment, service and engagement during his term. She recalled the first meeting he attended where he clearly articulated the position of waffles over pancakes in his opening self-introduction and in that moment Ms. O’Neil knew he was the ‘real deal’. She emphasized his engagement level and student centered focus he brought to his role as a Student Trustee on the Advisory Committee at the Association of Community College Trustees (ACCT). More specifically, she thanked him for his call to action toward greater focus on accessibility for students.

Dr. Julie Leidig commended Daniel for not only his leadership but for using his voice to speak for other students who may not have the platform to do so. He raised awareness about accessibility issues on the Loudoun Campus and opened the doors to making everything more accessible with the assistance and support of Dr. Leidig and her leadership staff.

Dr. Frances Villagran-Glover echoed these sentiments and stated how she enjoyed conversations with Daniel regarding advocacy for accessibility and his universal design of ideas for making the college an inclusive, welcoming environment for all of NOVA’s students.

Mr. Pearson thanked Daniel for his engagement and his attention to detail. He stated he appreciates students who are truly interested in the fine details of the college and any issues that may arise.

Mr. Christman thanked the Board for the opportunity to serve stating it was an honor to work alongside everyone and offer a different perspective. He stated he will be continuing his education at NOVA while remaining in the Vice President position of the Student Government at the Loudoun Campus. Daniel also wanted to assure the Board, his position of waffles over pancakes still stands.

The College Board thanked Daniel for his service and wished him all the best in his future endeavors.

- Recognition that this meeting concludes the term of the current Board Officers.

BOARD DISCUSSION

Prior to concluding his final meeting as Board Chair, Mr. Rick Pearson offered a few final sentiments to his fellow Board members and college staff.

He reiterated his firm belief that NOVA is likely the only asset in this region that connects the entire region with what it does from not only an education standpoint but workforce as well. He acknowledged one of NOVA's biggest strengths is its ability to step up. Whether it be workforce credentialing, partnerships with business and other public educational institutions or navigating through a pandemic; NOVA steps up. The Chairman will continue to challenge faculty and the Board of Directors to become more engaged with workforce and business partnerships so the institution and continue to grow.

Mr. Pearson thanked Vice Chair Rosie O'Neil for her support during his term as well as her leadership during the presidential search. He also offered a special thanks to Ms. Zuzana Steen and Mr. Todd Rowley for their support during the search and to the Board for their engagement. He stated he firmly believes NOVA truly has a leader to take the college to the next level and he's proud to have Dr. Kress leading the way.

Ms. Rosie O'Neil spoke on behalf of the Board to thank Mr. Pearson for his steadfast leadership. She acknowledged that public Board service is one of the toughest volunteer roles of all and Mr. Pearson took on the role of Chair with grace, dedication and tenacity. She recognized how he tirelessly gave his time and energy to NOVA, and by all measures, made important strides. He successfully oversaw a critical leadership transition following a 13 month national search for a new president. Ms. O'Neil recognized Mr. Pearson's engagement, and encouragement to engage, with all stakeholders and by doing so the community came together. She characterized the Chairman as a judicious steward of NOVA who guided us with patience and great attention to detail. She quoted David Starr Jordan, a famous educator and peace activist, when stating, "Wisdom is knowing what to do next; virtue is doing it", and acknowledging Mr. Pearson possesses both wisdom and virtue. She looks forward to building on his work with his wisdom by her side.

Ms. Zuzana Steen echoed Ms. O'Neil's statements and thanked him for his service. Mr. Todd Rowley thanked Mr. Pearson for stepping in and provided two excellent years of leadership.

- *Request by Chair to members to see if there is any other business to come before the Board.*

8. ADJOURNMENT

Motion and second required for a motion to adjourn.

Ms. Rosie O'Neil motioned to adjourn which was seconded by Mr. Todd Rowley. Ms. Mills initiated a roll call vote. With no objections, the motion carried and the meeting adjourned at 6:28pm.

Submitted By:

A handwritten signature in black ink, appearing to read "Rick Pearson". The signature is fluid and cursive, with a large initial "R" and a long horizontal stroke extending to the right.

Mr. Rick Pearson
Chairman
Northern Virginia Community College Board

A handwritten signature in black ink, appearing to read "Anne M. Kress". The signature is cursive and somewhat stylized, with a large initial "A" and a long horizontal stroke.

Anne M. Kress, PhD
Secretary
Northern Virginia Community College Board
President
Northern Virginia Community College

Recorded By:
Lindsay Mills
Office of the President