

MINUTES

NORTHERN VIRGINIA COMMUNITY COLLEGE

BOARD MEETING

March 7, 2016

4:00-6:00pm

**Brault Building
Room 321
Annandale Campus
4001 Wakefield Chapel Rd
Annandale, VA 22003**

Pre-Committee Meetings held at Brault:

**Budget Committee: Mr. Neilson (Chair), Mr. Xu, Dr. White
staffed by Ms. Ina Dimkova
3:00-4:00pm – Room 322**

**Building and Sites Committee: Dr. Carlson Le Floch (Chair), Mr. Middough, Ms. Kearney
staffed by Mr. Rick Tittmann
3:00-4:00pm – Room 216**

**Curriculum and Community Relations Committee: Ms. McGarey (Chair), Ms. O'Neil,
Mr. Pearson
staffed by Dr. Sheri Robertson
3:00-4:00pm – Room 206**

Northern Virginia Community College Board Meeting

March 7, 2016

CALL TO ORDER - Chairman of the Board

Chairman Wooten called the meeting to order at 4:10 p.m.

ROLL CALL – Ms. Lindsay Mills

Board Members Present: Chairman Michael Wooten, Ms. Susan Kearney; Ms. Jennifer McGarey; Mr. Jason Middough; Mr. Bruce Neilson; Ms. Rosie O’Neil; Mr. Rick Pearson; Mr. Todd Rowley; Dr. James White; and, Mr. Hong Xu.

Present from the College: Dr. Scott Ralls, President; Dr. Mel Schiavelli, Executive Vice President; Vice President Ina Dimkova; Vice President George Gabriel, Vice President Steve Partridge; Vice President Steve Sachs; Provosts: Dr. Ron Buchanan; Ms. Charlotte Calobrisi; Dr. Sam Hill, Dr. Julie Leidig; Dr. Anne Loochtan; Acting Provost Dr. Molly Lynch; Staff: Mr. Brian Anweiler; Ms. Diana Cline; Mr. John Guszak; Ms. Corinne Hurst; Mr. Dana Kauffman; Dr. Jennifer Lerner; Ms. Lindsay Mills; Mr. Steve Patterson; Mr. Cory Thompson; Dr. Sheri Robertson; Mr. Allen Sinner; and, Mr. Matt Todd.

Guests: Dr. Robert Templin

Chairman Wooten welcomed former Northern Virginia Community College President Dr. Robert Templin. He entertained a motion to move to action item number 4 to name the Loudoun Higher Education Building after Dr. Templin.

Dr. Robert G. Templin, Jr. assumed the presidency of Northern Virginia Community College in 2002 during an economic downturn when state funding was shrinking. Rather than turn away students, Dr. Templin employed a counterintuitive strategy to increase revenues by serving more students. Twelve years later, enrollments were up by 18,000 and revenues increased by \$150 million annually. To accommodate the growth, Dr. Templin opened three new centers and began major capital projects totaling nearly one million square feet of classroom and laboratory space. Dr. Templin’s focused efforts made certain NOVA would be open and available to prospective students.

Dr. Templin’s dedicated service to the region merits the Board taking action to find an appropriate and lasting recognition. His very real and personal impact on the lives of more than half a million students makes the naming of the Loudoun Campus Higher Education Center a

very suitable honor. This Center was championed by Dr. Templin and it will ultimately allow area students to complete their four- year degrees without leaving the NOVA campus.

Thanks to Dr. Templin's leadership, Dr. Wooten emphasized that NOVA has been positioned to fill a unique role in the Northern Virginia Region. Time and again, Dr. Templin demonstrated a proven ability to coordinate "collective impacts" and thus cement the college's strategic value to the region's civic and business communities. He has had the pleasure of working with Dr. Templin over the years and for a brief moment on the Board and had a ringside seat to the excellence he has exhibited both on the ground and with the media, serving 2.1 million citizens and putting a mark on the wall to challenge others to meet that mark as an important regional asset to what we call America's Community College. His vision supported that notion and places NOVA, in the 21st century, the same as was Ellis Island years ago to afford opportunity to many.

The Northern Virginia Community College Board, in recognition of President Emeritus Robert Templin's leadership in serving NOVA students and the region, does hereby approve the naming of the Loudoun Campus Higher Education Center in his honor. Henceforth, the facility will officially be known as the Robert G. Templin, Jr. Higher Education Center. Ms. O'Neil made a motion to name the Loudoun Campus Higher Education Center the Robert G. Templin, Jr. Higher Education Center, seconded by Mr. Rowley, and the motion carried unanimously.

Board members expressed their thanks to Dr. Templin for his advocacy of continuing education, building bridges to four-year degrees, support for adult education, growth of the College and special thanks for his leadership with the Pathway to the Baccalaureate program.

Chairman Wooten presented Dr. Templin with a framed photograph of the Higher Education Center.

Dr. Templin accepted the plaque, thanked the Board members, and gave a brief statement that, while state resources were not behind us, everyone here at NOVA believed in what we could do.

A. CONSENT AGENDA

Chairman Wooten requested a motion to move the full Consent Agenda. Mr. Xu made a motion, seconded by Mr. Neilson, and the motion carried unanimously.

1. Approval of the November 16, 2015 NOVA Board Minutes

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

TAB #1

Budget Committee:

2. Quarterly Report, Auxiliary Services Fund Budget – July 1, 2015 through December 31, 2015

RECOMMENDATION: *The Northern Virginia Community College Board has reviewed the quarterly report of the Auxiliary Services Fund Budget and approves it for record purposes.*

TAB #2

3. Quarterly Report, Local M&O Budget - July 1, 2015 through December 31, 2015

RECOMMENDATION: *The Northern Virginia Community College Board has reviewed the quarterly report of the Local M&O Budget and approves it for record purposes*

TAB #3

4. Quarterly Report, Non-State Funded Investments as of December 31, 2015

RECOMMENDATION: *The Northern Virginia Community College Board has reviewed the quarterly report of the Non-State Funded Investments and approves it for record purposes.*

TAB #4

5. Fiscal Year 2016 State M&O Budget Mid-Year Report

RECOMMENDATION: *The Northern Virginia Community College Board has reviewed the State M&O Budget Mid-Year Report for Fiscal Year 2016 and approves it for record purposes.*

TAB #5

6. Review Fiscal Year 2014 APA Audit—Informational Item Only

TAB #6

Building and Sites Committee:

7. Facilities Project Status Report (January, 2016)

RECOMMENDATION: *The Northern Virginia Community College Board has reviewed and accepts the Facility Project Status Report as presented for record purposes.*

TAB #7

8. Facilities Project Status Report (March, 2016)

RECOMMENDATION: *The Northern Virginia Community College Board has reviewed and accepts the Facilities Project Status Report as presented for record purposes.*

TAB #8

Curriculum and Community Relations Committee Item:

9. Advisory Committee Recommendations
(Copies of Resumes to Curriculum and Community Relations Committee Only)

RECOMMENDATION: *The Northern Virginia Community College Board has reviewed and approves the following recommendations for members of the Advisory Committees:*

Accounting

Jeanette M. Franzel
Joseph H. Harvey

Automotive Technology

Michael Wang

Health Information Management

Beverly L. Foreman
Sandra Shiflett

Nursing

Tammy Dean

Veterinary Technology

Samantha-Jo Ashley Ebert

TAB #9

B. ACTION ITEMS:

Budget Committee:

1. Proposed Increase in Differential Tuition FY17

RECOMMENDATION: The Northern Virginia Community College Board recommends to the State Board for Community Colleges that an increased tuition differential of up to \$3.00 per credit hour be approved for Northern Virginia Community College, effective with the fall semester, 2016.

TAB #10

Mr. Neilson summarized the request and the motion for approval of an increased tuition differential up to \$3.00 per credit hour. There being no discussion or opposition to the recommendation, and with unanimous consent, the motion carried.

2. Proposed Increase in Student Activities Fee, March 2016

RECOMMENDATION: The Northern Virginia Community College Board recommends to the State Board for Community Colleges, an increase in the Student Activities Fee, from \$3.60 per credit hour to \$4.10 per credit hour be approved for Northern Virginia Community College, effective fall 2016.

TAB #11

Mr. Neilson summarized the request and the motion for approval of an increased Student Activities Fee, from \$3.60 per credit hour to \$4.10 per credit hour. There being no discussion or opposition to the recommendation, and with unanimous consent, the motion carried.

3. Proposed Increase in Parking Infrastructure Fee FY17

RECOMMENDATION: The Northern Virginia Community College Board recommends that the State Board for Community Colleges approves an increase of \$0.50 per credit hour for the infrastructure fee, effective for the fall 2016 semester.

TAB #12

Mr. Neilson summarized the request and the motion for approval of an increased infrastructure fee of \$0.50 per credit hour, effective for the fall of 2016. There being no discussion or opposition to the recommendation, and with unanimous consent, the motion carried.

Building and Sites Items:

4. Building Naming – Loudoun Campus Higher Education Building

RECOMMENDATION: The Northern Virginia Community College Board, in recognition of President Emeritus Robert Templin's leadership in serving NOVA students and the region, does hereby approve the naming of the Loudoun Campus Higher Education Center in his honor. Henceforth, the facility will officially be known as the Robert G. Templin, Jr. Higher Education Center.

TAB #13

The recommendation to name the Loudoun Campus Higher Education Center in honor of Dr. Robert Templin was moved to the Consent Agenda where a motion was made and carried unanimously.

5. Annandale Dam Repairs

RECOMMENDATION: The Northern Virginia Community College Board has reviewed the proposed renovation plans to repair the Annandale Dam Spillway, and approves it for forwarding to the State Board for Community Colleges for their approval.

TAB #14

Ms. Kearney made a motion to approve the proposed renovation plans to repair the Annandale Dam, seconded by Mr. Rowley, and the motion carried unanimously.

Curriculum and Community Relations Committee:

6. 2015-2016 Professor Emeritus Nominations

Complete packets went to the Curriculum and Community Relations Committee only.

RECOMMENDATION: The Northern Virginia Community College Board, through the Curriculum and Community Relations Committee, approves these 22 individuals to be awarded the 2016 distinction of Professor Emeritus.

Dr. Robin Gorham, AN
Dr. Paul McVeigh, AN/AL
Dr. Barry Selinger, AL
Robert Brunner, AL
Dr. Barbara Saperstone, AN
Sherry Trachtman, AL
Rosalind C. Hoagland, AN
Dr. Leslie Sinn, LO
Bill Schran, AL

John Bruce Leggat, AN Dr.
Richard Thompson, AN
Carol Oandasan, MA Maria
Rynn, AN Patricia Knight
Gary, MA
Dr. Charles P. Poland, Jr., AN
Dr. Terry L. Alford, AN
Sandra Beeson, CS
Patrick Reed, LO Marjorie
A. Kinnaman, AL Byron B.
Massie II, AN
Jon Burton, AL
Dr. Donald Gregory, AN/ELI

TAB #15

Chairman Wooten requested further clarification on the criteria for the selection process. In the absence of the Chair of the Awards Committee, Ms. O'Neil responded that the areas examined were length of service, with many faculty having served the college for 20, 30 and 40 years. Other areas examined were advancement within the ranks and breadth and depth of their contributions and service to the college.

A question was posed about what awards were received outside the college. Senate Chair Matt Todd indicated that this question was not brought up in the selection process.

There being no further discussion, and with unanimous consent, the motion carried.

C. SPECIAL REPORT

Dr. Ralls called attention to the award NOVA recently received as the Most Digital Large Community College in the U.S. and the fact that this recognition demonstrates great rigor and capability. This is quite an accomplishment during ELI's 40th anniversary. He further highlighted the work of Dr. Sachs in moving ELI to this place of recognition.

Dr. Sachs recognized two staff members who have been and continue to be instrumental in the work that led to this recognition: Dr. Jennifer Lerner, Associate Vice President for Learning and Mr. Allen Sinner, NOVA's Deputy CIO, and Chief Technology Officer. The Center for Digital Education ranks community colleges annually based on data from extensive questionnaires detailing infrastructure and utilization of technology. In the late 1990s, technology was scattered and the focus was on mainframes, and individual departments implement technology independently. When the Chancellor initiated the large-scale implementation of technology system-wide, NOVA's Administrative Council determined that responsibility for technology needed to have a very strong tie to the

academic program so that education programs drove the type of technology required to meet educational needs. This is a large part of why we are ranked number 1 today. In fact, NOVA has been ranked number 1 or number 2 five times over the past ten years.

Technology at NOVA is a large scale operation with over 10,000 computers and over 10,000 personally owned devices on the network. Of the college's computers, 6,500 are for student use. There are 29 computer labs, 420 physical and 600 virtual servers, and 100% wireless coverage, and 95% of all classrooms are electronic.

In the area of functionality, students may register and pay for their tuition from any device anywhere including mobile devices. This also includes electronic submission of financial aid documents and 37 other online forms with automated workflow, online textbook ordering, and 24/7 help desk assistance. Students may receive virtual advising, and every section of every course offers an eMeeting option for faculty. One million dollars are spent annually on curriculum software.

VCCS shared services for the college include Blackboard, PeopleSoft, AIS, HR, Google Mail systems as well as shared purchase power within the system.

The IT facilities at NOVA are comprised of 2 data centers, a TV Studio, Video on demand, Cisco Telepresence Videoconference Center, training and demonstration rooms and an integrated Administrative Center at Pender.

The Center for Digital Education cited ELI as a major factor in NOVA's number one ranking. They specifically recognized ELI's student support services including early alert programs, student success coaches, academic planners, online tutoring, video exam proctoring, online embedded librarians, student success webinars and virtual transfer fair.

More than 400 online courses are offered through ELI, with 39 online degrees and certificates and 2 online degrees that do not require any textbook costs. NOVA provides ELI courses to students at other VCCS system colleges and shares in the revenue. The college receives one-third of the FTES and two-thirds of the tuition. In the Fall of 2001, NOVA worked with six community college partners, 270 students in 57 course sections. In the Fall of 2015 NOVA had 20 partners, 1,108 students in 316 course sections.

ELI also puts an emphasis on quality. Online faculty are hired by Campus Academic Deans and course content is managed by the faculty. ELI use best practices in online course design, training for online faculty, a quality assurance process, and standards from the nationally recognized Quality Matters program. Outcomes are measured by student grade reviews, learning outcome reviews, program reviews and special SACS Accreditation reviews.

Chairman Wooten thanked Dr. Sachs and asked which community colleges were in the number two and three slots. Dr. Sachs responded that Montgomery College outside of Philadelphia was number two and then Howard Community College in Maryland.

Board members asked how many staff members were involved in the operation in total and Dr. Sachs responded that there were 150 staff college-wide in ELI and IT Services. They also questioned the manner in which faculty were motivated to utilize technology. Dr. Sachs indicated that the best motivation came from other faculty peers and students.

Mr. Neilson was impressed with the technology replacement cycle and asked whether ELI had sufficient resources to maintain all its inventory. Dr. Sachs responded that the cost of refreshing curriculum software had gone up considerably and, while everyone would like more funding, the key to their success is figuring out how to do more with less.

Ms. O'Neil questioned how data platforms were dealt with as well as non-tech courses. Dr. Sachs stated that that is why there are so many computer labs, the college makes some software available free to students, and is expanding the use of open educational resources.

Chairman Wooten thanked Dr. Sachs and emphasized the importance of understanding what a strategic asset and powerful tool ELI is to the college.

D. PRESIDENT'S REPORT

President Ralls welcomed Dr. Molly Lynch for stepping into the role of Acting Provost at the Manassas campus. Dr. Ramsammy departed to be the new President of the West Campus of Miami Dade Community College.

February was a big month in terms of the "perfect storm" in a positive way, with, places, programs, people and partners, and the grand opening of the Regional Center for Workforce Education and Training (RCWET), a 50,000 square foot building on the Woodbridge campus. The other part of the storm that came together was the 97 to 3 vote in Congress for funding for the first outcomes-based programs in non-degree areas. When you have a facility and a program designed specifically for this, it all comes together.

We now are fortunate to have Mr. Steve Partridge from North Carolina on board. For the past six years, Mr. Partridge has been president and CEO of Charlotte Works in North Carolina. There, he successfully transformed Charlotte's Workforce Development Board into a demand-driven agency assisting more than 1,300 businesses and hosting more than 125,000 job-seeker visits. In this role he became adept at understanding employer needs and economy-driven, public- and private-sector demands, making Charlotte Works a national benchmark for workforce reform.

Mr. Partridge thanked Dr. Ralls and expressed his excitement about being at NOVA. He stated that it is important for NOVA to be at the workforce table more and to figure out how to get the credit and noncredit sides of the college to work closely together. We need to be more engaged with our business community and he looks forward to working with everyone.

Dr. Ralls thanked Dr. Hill for overseeing the development of the new building.

E. CHAIRMAN'S REPORT

1. **Discussion of the Legislative Session:** Chairman Wooten indicated that relationships with our state legislators has been consistently strong overall this year, and this level of engagement with the Virginia General Assembly has been and continues to be vital in terms of getting legislation passed. After final budget action is taken, Virginia will have the first performance-based program for awarding workforce credentials in the entire country. In addition, major capital renovation projects for NOVA will include funding to renovate the Woodbridge Campus Seefeldt Academic Building and the Manassas Campus Housman and Colgan Buildings. Additional dollars are also included in budget bills for new faculty hires and increased student retention. In competing for budget priorities, our mission to work for NOVA is first and foremost in our minds.

2. **Brief Update of the 50th Anniversary/Media Discussion:** Dr. Wooten reported that many events have taken place, but with the funding constraints, the need to prioritize was critical. While a large celebration was not possible, the best celebration is to continue doing good work. There are events scheduled and he encouraged NOVA faculty and staff to be sure students are made aware of all of them.

3. **Honorable Mark Warner Building Dedication:** Dr. Wooten reported that he had the distinct honor to call Senator Mark Warner to make him aware of the naming of the Annandale Student Services Building after him. The naming ceremony will take place on Friday, April 15.

4. **Nominating Committee:** Dr. Wooten stated that he would like to appoint Mr. Neilson, Ms. Kearney, and Ms. McGarey to the nominating committee. As a point of order, Dr. White reported that the Bylaws state that members of the nominating committee shall be named as follows: one appointed by the Chair, one elected by the Board and the outgoing Chair. Dr. Wooten appointed Ms. Kearney to the nominating committee as per the Bylaws, and he appointed Ms. McGarey to the nominating committee in place of himself as the Chairman without objection. Dr. White nominated Mr. Neilson to be elected by the nominations committee, Ms. O'Neil seconded, and the motion carried unanimously.

Dr. Wooten stated that the election of the College Board would be held in May at the regular meeting. The Nominating Committee shall both set a deadline and craft a process for receiving nominations. The slate should provide the names of the candidates with their terms of office dates. The Nominating Committee shall then appoint a chair to lead the elections unless the Board approves some other balloting process.

Dr. Wooten asked if there were any objection to the charge of the nominating committee or any questions. There being no questions, he thanked Ms. McGarey, Ms. Kearney and Mr. Neilson and asked that any future questions about the process be directed to the Chair of the Nominating Committee.

F. NEW/OTHER BUSINESS

Chairman Wooten asked if there were any new business items to address. Student Liaison Representative Ms. Brittany Spivey was not able to attend the Board meeting but forwarded a video to Board members that responded to the recent article in the Washington Post about NOVA. The video focused on the high quality of instructions and the many opportunities NOVA students are afforded in order to find meaningful involvement with the vast array of clubs, service organizations, student government and student groups designed to enhance a student's experience at NOVA and contribute to their success.


Dr. Wooten offered two alternate dates for consideration for the President's evaluation: April 25 and April 28. He entertained a motion for April 28, and with unanimous consent, the motion carried.

H. ADJOURNMENT

Mr. Neilson made a motion to adjourn, seconded by Mr. Rowley, and with unanimous consent, the motion carried.

I. OPTIONAL TOUR OF BRAULT BUILDING

Respectfully Submitted,



Dr. Michael Wooten
Chairman of the Board



Dr. Scott Ralls
Secretary to the Board