

MINUTES

NORTHERN VIRGINIA COMMUNITY COLLEGE

BOARD MEETING

November 16, 2015

4:00-6:00pm

Higher Education Center

Room 203

Loudoun Campus

21200 Campus Drive

Sterling VA, 20164

Pre-Committee Meetings held at the Loudoun HEC:

Budget Committee: Mr. Neilson (Chair), Mr. Xu, Dr. White
staffed by Dimitrina Dimkova
3:00-4:00pm – Room 220

Building and Sites Committee: Dr. Carlson Le Floch (Chair), Mr. Middough, Ms. Kearney
staffed by Rick Tittmann
3:00-4:00pm – Room 314

Curriculum and Community Relations Committee: Ms. McGarey (Chair), Ms. O'Neil,
Mr. Pearson
staffed by Sheri Robertson
3:30-4:00pm – Room 318

TOUR OF THE LOUDOUN HEC TO BEGIN AT 4:00pm

**Room 203 available upon adjournment*

**Northern Virginia Community College Board
Meeting**

November 16, 2015

Agenda

CALL TO ORDER- Chairman of the Board

Chairman Wooten called the meeting to order at 4:38 p.m. following a tour of the Higher Education Center given by Provost Leidig

ROLL CALL- Lindsay Mills

Board Members Present: Dr. Michael Wooten; Mr. Hong Xu, Dr. Kerstin Carlson Le Floch; Mr. Bruce Neilson; Ms. Jennifer McGarey; Mr. Todd Rowley; Dr. James White; Ms. Susan Kearney; Ms. Rosie O'Neil; Mr. Rick Pearson; Dr. Scott Ralls; Ms. Brittany Spivey

Present from the College: Vice Presidents: Dr. Steve Sachs; Dr. George Gabriel; Provosts: Dr. Sam Hill; Dr. Roger Ramsammy; Ms. Charlotte Calobrisi; Dr. Ron Buchanan; Dr. Julie Leidig; Dr. Anne Loochtan; Staff: Mr. Rick Tittmann, Mr. Steve Patterson; Mr. John Guszack; Ms. Sheri Robertson; Mr. Dana Kauffman; Mr. Jake Jacoby; Ms. Diana Cline; Ms. Corinne Hurst; Ms. Lindsay Mills; Mr. Tom Grane; Ms. Amy Nearman

A. CONSENT AGENDA

Chairman Wooten requested a motion to move the Consent Agenda. Mr. Neilson made the motion and Ms. O'Neil seconded the motion. The motion carried unanimously.

1. Approval of the September 14, 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 September 30, 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, Non-State Funded Account Balances as of September 30, 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 #3

4. Quarterly Report, Local M&O Budget - July 1, 2015 through September 30, 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 #4

Building and Sites Committee:

5. Facility Project Status Report

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

TAB #5

Curriculum and Community Relations Committee Item:

6. 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:*

Automotive Technology

Matthew Cooper

Business Chris

Hunter Kristin

D'Amore Marc

Engelking

Dr. Sultan Chaudhry

Occupational Therapy Assistant

Kelly Hanik

TAB #6

B. ACTION ITEMS:

Chairman Wooten recognized Mr. Neilson in his role as Chair of the Board's Budget Committee to move the Budget Action Items. Mr. Neilson summarized the deliberations of the Budget Committee and moved Item 1, Investment Policy, as it had been passed in committee. It was seconded by Dr. White and the motion passed unanimously.

Budget Items:

1. Investment Policy

RECOMMENDATION: The Northern Virginia Community College Board has reviewed and approved the investment policy of the College.

TAB # 7

Dr. Carlson Le Floch confirmed the discussion and approval of the naming of Annandale Campus CA Building in recognition of the Honorable Mark Warner. The decision was moved by the Building and Sites Committee. The vote to name the building in recognition of the Honorable Mark Warner was unanimous.

Building and Sites Items:

2. Building Naming – Annandale Campus CA Building

RECOMMENDATION: The Northern Virginia Community College Board, in recognition of the Honorable Mark Warner's personal leadership and tireless dedication to significantly expand investments in Virginia Community College facilities statewide while serving as Governor of the Commonwealth of Virginia, does hereby approve the naming of the CA Building at Northern Virginia Community College's Annandale Campus in his honor. Henceforth, the facility will officially be known as the Mark Warner Student Services Building.

TAB #8

C. SPECIAL PRESENTATION

1. Dual Enrollment - Provost Leidig

Provost Leidig opened by thanking the Board for all of their support and for their time during the tour of the new Higher Education Center. Before beginning her presentation, Dr. Leidig noted NOVA recently bid farewell to former Dual Enrollment Director Ruthe

Brown and provided a current organizational chart for DE and introduced Coordinators Ms. Amy Nearman and Mr. Tom Grane both of whom are present and stand.

Provost Leidig began her presentation by outlining the three types of Dual Enrollment: Contract DE, On-Campus DE and DE without dual credit in which high school students mingle in regular college classes and receive college credit only. Following previous requests for clarification on Tuition-Free Contract Dual Enrollment, Dr. Leidig explained in the following way: taught by a qualified high school teacher on the high school campus under NOVA faculty supervision; VCCS Policy allows reimbursement to school districts based on their provision of faculty, facilities and services; New VCCS DE Policy Statement strongly recommends providing Contract DE at low or no cost to students and families; highlighting that all participating NOVA school districts meet the eligibility requirements for full tuition reimbursement and noted tuition was a barrier for low-income students. Provost Leidig provided examples of In-Kind Contributions provided by school districts. She also reiterates “zero tuition does not mean zero revenue” with a note outlining State Funds Enrollment on a 3-year average; this year \$2,534 per annual FTE. Assuming no increase in FTE production, Contract DE would bring \$1.6 million in revenue this year. Dr. Leidig summarized a growth of Contract DE chart explaining the program began with 2083 enrollments and 196 Annual FTEs in 2008-09 and has grown 211% with 6468 Enrollments along with a 224% increase in Annual FTEs to 636. This was followed with a projected growth of 40% in Course Enrollments and Semester FTEs this year. Dr. Leidig concluded with the statement, and slide, “the picture is bright but challenges remain” noting AP still dominates in Northern Virginia with school districts awarding more credit in the GPA for AP than for DE. In addition, instructor credentials remain a significant barrier.

An active dialogue was held amongst Provost Leidig, Mr. Tom Grane and various members of the Board with inquiries brought forth such as: Are students more likely to enroll after DE? Does DE advocate to be present at high school student nights for info to be presented to students and families? Dr. Leidig responded by noting that 3200 students that take one DE class then subsequently takes one class within NOVA. Dr. Carlson Le Floch asked for follow up on outcomes based on these statistics to which Provost Leidig agreed to provide in the future. Dr. Leidig and Mr. Grane addressed the second inquiry explaining their need to tread carefully when working with various school boards as most promotion within school districts have always been based on what they want and/or prefer. Ms. Kearney responded as a sitting school board member explaining their school district (City of Falls Church) and superintendent welcomes DE. She then inquired on certifying instructors. Provost Leidig confirmed all instructors must be certified to teach DE classes, noting that what is often referred to as certification means needing the SACS accreditation standards to provide the instruction.

D. PRESIDENT’S REPORT

President Ralls thanked Julie for her leadership and supporting role within NOVA. He began his report by highlighting International Week and also congratulated Student Liaison Brittany Spivey on being NOVA’s first Board Member to have a ‘triple crown’ a

she is the first student to participate in the NOVA Honors Program, to serve as a member of the NOVA Board and to be a member of a regional champion athletic team (NOVA Cross Country).

1. Fall Enrollment

Dr. Ralls' Fall Enrollment status report explained enrollment is essentially falling flat and may not bring in large numbers this fall, however, it is proving to paint a better picture than what was envisioned at the beginning of fall.

2. VCCS Strategic Plan on Credentialing

Dr. Ralls updated the Board on the Virginia Community College System legislative proposal which is focused on increasing the number of workforce credentials through non-credit instruction. The system's \$41 million request would provide the first significant state support for workforce instruction leading to third-party industry certifications and licensures. The intent of the proposal is to double the number of credentials awarded through VCCS institutions, and provide the type of workforce development training support similar to neighboring states like North Carolina and Maryland.

3. Relocating to new Brault Building

President Ralls informed the Board Members of the move back to the renovated Brault Building currently on schedule and set for December 11th, just prior to winter break. He happily noted his excitement to be back on campus and understood everyone felt the same after being relocated to Fairfax for close to three years.

E. CHAIRMAN'S REPORT:

1. Chairman's Workshop Update

Chairman Wooten provided an update on the Workshop held on November 9th. The Board discussed Dr. Ralls' experience thus far; both challenges and opportunities that he has overcome or faced. The Chairman is positive the challenges faced can be met by the leadership here and by filling current vacancies sooner rather than later. Dr. Wooten thanked Dr. Ralls for reaching out to various people, internal and external, and truly listening to their thoughts and feedback. He noted this is the type of leadership NOVA needs during these times.

Dr. Wooten then provided the Board with a reminder of the December 11 Board Appreciation Dinner which will be a time to reach out to predecessors while highlighting Dr. Mark Stavish's time served and efforts brought to NOVA.

F. NEW/OTHER BUSINESS

Student Liaison Brittany Spivey spoke to raise awareness of the rising costs of textbooks highlighting a survey conducted with approximately 300 students and three specific textbooks. The results of the study are as follows: 79.2% of students didn't buy textbooks due to cost with 80% of students stating their grade was affected by not purchasing a textbook; and 67% of students stated the cost of textbooks impacted the amount of classes taken. Ms. Spivey explained students have a growing concern over the cost of textbooks and it was an issue she felt the Board should be made aware of at this time. Chairman Wooten thanks Brittany for the information she brought forth and Dr. Ralls turned the discussion over to Dr. Steve Sachs and asked that he provide a brief background on NOVA's online program via Lumina Learning which is textbook free. A general dialogue took place regarding textbook cost amongst the Board Members.

G. CLOSED EXECUTIVE SESSION DISCUSSION:

Consideration of Honorary Degrees or Special Awards and Recognition - 2.2-3711 (A)(10)

Actual or Probable Litigation- 2.2-3711 (A)(7)

Mr. Rowley motioned for the Board to enter into a closed session. Ms. Kearney seconded the motion and the decision carried unanimously. The Board entered into closed session at 6:05pm.


H. ADJOURNMENT

Mr. Rowley motioned to reconvene concluding the closed session at 6:42p.m. Ms. O'Neil seconded the motion. Chairman Wooten polled the Board to confirm the topic of discussion in closed session with a unanimous affirmation given.

Mr. Rowley motioned to adjourn. Ms. O'Neil seconded the motion and it carried unanimously. Meeting adjourned at 6:44 p.m.

Respectfully Submitted,


R. Scott Ralls
Secretary to the Board


Dr. Michael Wooten
Chairman of the Board

