

## Northern Virginia Community College Board Meeting

September 12, 2016

### MINUTES

#### Call to Order- Chairman of the Board

Chair Mr. Todd Rowley called the meeting to order at 4:38 p.m. and welcomed Board members and guests.

#### Roll Call- Lindsay Mills

**Present from the Board:** Board: Chair Mr. Todd Rowley, Secretary Dr. Scott Ralls, Kerstin Carlson Le Floch, Mr. Alvie Johnson, Ms. Susan Kearney, Ms. Jennifer McGarey, Mr. Jason Middough, Bruce Neilson, Rosie O'Neil, Mr. Rick Pearson, Mr. Darwin Lovos Vanegas, and Mr. Hong Xu.

**Present from the College:** Ms. Charlotte Calobrisi, Ms. Diana Cline, Ms. Ina Dimkova, Dr. George Gabriel, Mr. John Guszak, Dr. Annette Haggray, Dr. Pamela Hilbert, Dr. Sam Hill, Ms. Corinne Hurst, Mr. Dana Kauffman, Dr. Margaret Leary, Dr. Julie Leidig, Dr. Anne Loochtan, Dr. Molly Lynch, Ms. Lindsay Mills, Mr. Steve Partridge, Dr. Sheri Robertson, Dr. Steve Sachs, Dr. Mel Schiavelli, Ms. Robyn Seabrook, Ms. Kathy Thompson, and Mr. Rick Tittmann.

#### New Provosts Welcome- President Ralls

President Ralls welcomed new Board member Mr. Alvie Johnson, NOVA's representative from Prince William County. Mr. Johnson has been a part of the community for a long time, having been employed at Lockheed Martin and currently employed by LEIDOS.

Dr. Ralls introduced the new Student Representative Mr. Darwin Lovos Vanegas. Mr. Vanegas lives in Loudoun County and attends the Woodbridge campus in the Year-Up program. He is also a Great Expectations student.

#### Edward H. Bersoff Professor of Cybersecurity Welcome- President Ralls

Dr. Margaret Leary

Dr. Ralls introduced NOVA's first Cybersecurity Program Director, Dr. Margaret Leary. She also serves as the Director of Curriculum for the National CyberWatch Center (NCC), a NSF-funded National Center focused on developing cybersecurity educational standards, and has been a member of the NCC Leadership Team for the past 10 years. Dr. Leary has been with

the college for 19 years and is presently leading a National task force of faculty at two- and four-year institutions focused on mapping college/university curriculum to the NICE Framework and developing crowd- sourced cyber exercises.

**New Provosts Welcome- President Ralls**

Dr. Pamela Hilbert- Annandale

Dr. M. Annette Haggray- Alexandria

Dr. Ralls introduced NOVA's newest Provosts, Dr. Pamela Hilbert and Dr. Annette Haggray. Dr. Hilbert, who hails from North Carolina, said the students are the reason she gets up every morning and comes to NOVA and she is excited to be at the Annandale campus. Dr. Haggray is from the state of Maryland and expressed her interest in engaging with the community at large as well as the community at NOVA.

Dr. Ralls announced that Ms. Charlotte Calobrisi moved from her previous role as Acting Provost at the Annandale campus to her new role as Associate Vice President of Human Resources.

**New Resident Associate System Counsel and  
Assistant Attorney General Welcome - President Ralls**

Ms. Robyn N. Seabrook

Dr. Ralls introduced Ms. Robyn Seabrook, who serves as the new Associate System Counsel and Assistant Attorney General for NOVA. She was previously employed by the University of Maryland University College and prior to that Morgan State University.

**A. CONSENT AGENDA**

Mr. Rowley called for a motion for the consent items as presented and discussed. Mr. Neilson made a motion, seconded by Ms. O'Neil to accept the consent agenda as presented.

1. Approval of the May 26, 2016 NOVA Board Minutes

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

TAB #1

Finance, Building and Sites Advisory Committee:

2. Final Report, FY2016 Local Funds Budget

RECOMMENDATION: *The Northern Virginia Community College Board has reviewed the Final Report of the Local Funds Budget for the period July 1, 2015 through June 30, 2016 and approves it for record purposes.*

TAB #2

3. Final Report, FY2016 Non-State Funded Investments

RECOMMENDATION: *The Northern Virginia Community College Board has reviewed the Final Report of the Non-State Funded Investments for the period July 1, 2015 through June 30, 2016 and approves it for record purposes.*

TAB #3

4. Final Report, FY2016 Local M&O Budget

RECOMMENDATION: *The Northern Virginia Community College Board has reviewed the Final Report of the Local M&O Budget for period July 1, 2015 through June 30, 2016 and approves it for record purposes. Further, the Board directs that the administration provide copies of this statement to the executive officers of each of the cooperating jurisdictions.*

TAB #4

5. Final Report, FY2016 State E&G Operating Budget

RECOMMENDATION: *The Northern Virginia Community College Board has reviewed the Final Report of the Fiscal Year 2016 State E&G Operating Budget and accepts it for information.*

TAB #5

6. Final Report, FY2016 Workforce Development Operating Budget

RECOMMENDATION: *The Northern Virginia Community College Board has reviewed the Final Report of the Fiscal Year 2016 Workforce Development Operating Budget and accepts it for information.*

TAB #6

7. FY2017 State E&G Operating Budget

RECOMMENDATION: *The Northern Virginia Community College Board has reviewed the distribution of funds for the Fiscal Year 2017 State E&G Operating Budget and accepts it for information.*

TAB #7

8. FY2017 Workforce Development Operating Budget

RECOMMENDATION: *The Northern Virginia Community College Board has reviewed the distribution of funds for the Fiscal Year 2017 Workforce Development Operating Budget and accepts it for information.*

TAB #8

9. 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 #9

10. Holiday Inn Sewage Pumping Station Replacement

RECOMMENDATION: *The Northern Virginia Community College Board has reviewed the proposed renovation plans to replace the Holiday Inn Pumping Station on the Manassas Campus, and approves it for forwarding to the State Board for Community Colleges for their approval.*

TAB #10

Academic Curriculum and Workforce Development Committee:

11. Advisory Committee Recommendations

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

**Automotive Technology**

Thomas Westergaard

**Communication Design**

Matt Jeffers

**Dental Hygiene**

Jong Hoon Lee

**Diagnostic Medical Sonography**

Gail Rouillard

Gihan Elshakweer

Kelly Scanlon

Randy Damron

Rebecca Tolbert

Sally Classick

Tammy Lamb

**Health Information Management**

Patricia Campola

**Historic Preservation**

Amy Bertsch

Cynthia Liccese-Torres

David Clark John

Sprinkle Robert

Orrison Stanley

Contrades

**Medical Laboratory Technology**

Marcia Firmani

TAB # 11

**B. ACTION ITEMS:**

**1. Approval of the Student Liaison to the NOVA Board - 2016-2017**

*RECOMMENDATION: The Northern Virginia Community College Board has reviewed and approves the recommendation of Darwin Lovos Vanegas as the Student Liaison to the Board for the 2016-17 year.*

TAB #12

Mr. Rowley introduced a motion recommending Darwin Lovos Vanegas as the Student Liaison to the Board for the 2016-17 year, seconded by Mr. Neilson. All were in favor and the motion was unanimously approved.

2. **Approval of the 2016-2017 Board Meeting Schedule**

RECOMMENDATION: *The Northern Virginia Community College Board has reviewed and approves the proposed 2016-2017 Board Meeting Schedule.*

TAB # 13

Mr. Pearson made a motion to approve the 2016-2017 Board meeting schedule, seconded by Ms. Kearney. All were in favor and the motion was unanimously approved.

**Budget Items:**

3. **Proposed FY 2018 Local M&O Budget**

RECOMMENDATION: *The Northern Virginia Community College Board has reviewed the proposed Local M&O Budget for the Fiscal Year 2018 in the amount of \$189,000, of which \$187,429 will be requested to be contributed by the cooperating political jurisdictions. The Board approves the proposed budget and authorizes its submission to the nine cooperating political jurisdictions. The Board further directs the President to submit this budget to the State Board for review.*

TAB # 14

Finance Chair Mr. Neilson explained the recommendation and made a motion, seconded by Mr. Pearson, to review the proposed Local M&O Budget for the Fiscal Year 2018 in the amount of \$189,000, of which \$187,429 will be contributed by the cooperating political jurisdictions, authorizing submission to the nine cooperating political jurisdictions and directing the President to submit said budget to the State Board for review. All were in favor and the motion was unanimously approved.

4. **FY2018 Local Capital Outlay Requirements**

RECOMMENDATION: *The Northern Virginia Community College Board has reviewed and approves the Local Capital Outlay Requirements for Fiscal Year 2018, with a total amount to be requested from the cooperating political jurisdictions of \$5,481,330. The Board authorizes the administration to submit fair-share requests to the nine cooperating political jurisdictions for funding in their 2018 budgets. The Board further directs the President to submit this budget to the State Board for review.*

TAB # 15

Finance Chair Mr. Nielsen reread the request and made a motion, seconded by Dr. Le Floch, to approve the Local Capital Outlay Requirements for Fiscal Year 2018, with a total amount to be requested from the cooperating political jurisdictions of \$5,481,330, and authorizing the administration to submit fair-share requests to the nine cooperating political jurisdictions for funding in their 2018 budgets, and directing the President to submit this budget to the State Board for review. All were in favor and the motion was unanimously approved.

C. **PRESIDENT'S REPORT** – *tabled in lieu of Chairman's Retreat*

D. **CHAIRMAN'S REPORT** – *tabled in lieu of Chairman's Retreat*

E. **NEW/OTHER BUSINESS**

Chair Rowley made an observation that last year he made the inquiry to the finance department about current fund deposits. It was explained that the college is now receiving 1.7 percent, up from .15 percent for deposits maintained. The board unanimously congratulated the finance department for achieving this improvement.

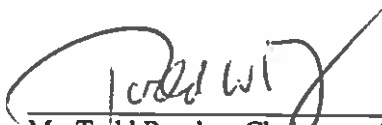
G. **ADJOURNMENT**

Mr. Neilson made a motion to adjourn, seconded by Ms. Johnson. All were in favor and the meeting was adjourned.

Respectfully Submitted by:



Dr. R. Scott Ralls, Secretary to the Board  
Northern Virginia Community College



Mr. Todd Rowley, Chairman of the Board  
Northern Virginia Community College