

Northern Virginia Community College Board Meeting

September 14, 2015

Fairfax Administrative Center
3922 Pender Drive - Room 121
Pender 4
Fairfax, VA

4:00 - 6:00 p.m.

CALL TO ORDER

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

Roll Call

Board members present:

Dr. Kerstin Carlson LeFloch; Mr. Jason Middough; Mr. Bruce Neilson; Ms. Rosie O'Neil; Mr. Rick Pearson; Mr. Todd Rowley; Dr. James White; Dr. Michael Wooten, and Mr. Hong Xu

Present from the College:

President: Dr. Ralls

Vice Presidents: Dr. Schiavelli (EVP), Dr. Gabriel, Ms. Dimkova, Dr. Sachs, Dr. Robertson

Provosts: Dr. Buchanan, Dr. Hill, Dr. Leidig, Ms. Calobrisi, Dr. Ramsammy, and Dr. Loochtan

Faculty and Staff: Ms. Cline; Mr. Guszak, Ms. Flowers; Ms. Hurst; Mr. Kauffman; Ms. Mills; Mr. Patterson; Mr. Tittmann, and Mr. Todd

NEW PRESIDENT WELCOME

Scott Ralls, Ph.D.

Chairman Wooten welcomed President Ralls, NOVA's fifth president. He comes to NOVA from the North Carolina Community College System where he presided over 58 community colleges and was the Vice President of Economic and Workforce Development for the state system. Dr. Ralls left his previous position as a result of his desire to be in closer touch with students and looked to NOVA as the pathway with the right fit for him. Dr. Wooten asked everyone to welcome him.

NEW BOARD MEMBER WELCOME- Chairman of the Board
Mr. Rick Pearson, Loudoun County

Chairman Wooten then welcomed new board member Mr. Rick Pearson, Senior Director of Corporate Finance at Neustar, Inc. and Loudoun County NOVA Board representative.

A. CONSENT AGENDA

Chairman Wooten requested a motion to move the Consent Agenda. Mr. Rowley made the motion and Mr. Xu seconded the motion. The motion carried unanimously.

1. Approval of the May 18, 2015 NOVA Board Minutes

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

TAB #1

Budget Committee:

2. Final Report, Parking Fund Budget – July 1, 2014 through June 30, 2015

RECOMMENDATION: The Northern Virginia Community College Board has reviewed the Final Report of the Parking Fund Budget for the period July 1, 2014 through June 30, 2015 and approves it for record purposes.

TAB #2

3. Final Report, College Enterprises Fund Budget- July 1, 2014 through June 30, 2015

RECOMMENDATION: The Northern Virginia Community College Board has reviewed the Final Report of the College Enterprises Fund Budget for the period July 1, 2014 through June 30, 2015 and approves it for record purposes.

TAB #3

4. Final Report, Local M&O Budget – July 1, 2014 through June 30, 2015

RECOMMENDATION: *The Northern Virginia Community College Board has reviewed the Final Report of the Local M&O Budget for period July 1, 2014 through June 30, 2015 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. The Northern Virginia Community College Board further directs the President to submit this final report to the State Board for record purposes.*

TAB #4

5. Final Report, Fiscal Year 2015 State M&O Budget Status Report

RECOMMENDATION: *The Northern Virginia Community College Board has reviewed the Final Report of the Fiscal Year 2015 State M&O Budget Status Report and approves it for record purposes.*

TAB #5

6. Fiscal Year 2016 State M&O Budget Distribution

RECOMMENDATION: *The Northern Virginia Community College Board has reviewed the final report of the FY 2016 State M&O Budget Distribution and approves it for record purposes.*

TAB #6

7. Final Report Non-State Funded Investment Balances as of June 30, 2015

RECOMMENDATION: *The Northern Virginia Community College Board has reviewed the Final Report of the Non-State Funded Investment Balances as of June 30, 2015 and approves it for record purposes.*

TAB #7

Building and Sites Committee:

8. 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 #8

9. 10500 Battlevue Parkway-Lease Justification

RECOMMENDATION: *The Northern Virginia Community College Board has reviewed and accepts the Battlevue Parkway-Lease Justification as presented for record purposes.*

TAB #9

Curriculum and Community Relations Committee Item:

10. Advisory Committee Recommendations
(Copies 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:*

Biotechnology

Erin Sweeney
Jeffrey A. Kaczmarek

Information Systems Technology

Christopher Barnett

Marketing

James Hostetler

TAB # 10

B. ACTION ITEMS:

1. Approval of the 2015-2016 Board Meeting Schedule

RECOMMENDATION: *The Northern Virginia Community College Board has reviewed and approves the proposed 2015-2016 Board Meeting Schedule.*

TAB # 11

Chairman Wooten requested a motion to approve the 2015-2016 Board Meeting Schedule. Dr. White made the motion and Dr. LeFloch seconded the motion. The motion carried unanimously.

Chairman Wooten presented the November 9, 2015, date for the working retreat for discussion and approval. All Board members were in favor of the proposed date.

Budget Items:

2. Proposed Fiscal Year 2017 Local M&O Budget Distribution

RECOMMENDATION: The Northern Virginia Community College Board has reviewed the proposed Local M&O Budget for the Fiscal Year 2017 in the amount of \$187,429 which 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 # 12

Chairman Wooten recognized Mr. Neilson in his role as Chair of the Board's Budget Committee to move the Budget Action Items. Mr. Neilson presented the budget and explained that the College Board has reviewed and approved the budget request in the amount of \$187,429 to be contributed from the cooperating political jurisdictions, the amount of which is based on projected population figures.

3. Local Capital Outlay Requirements, FY 2017

RECOMMENDATION: The Northern Virginia Community College Board has reviewed and approves the Local Capital Outlay Requirements for Fiscal Year 2017, with a total amount to be requested from the cooperating political jurisdictions of \$5,396,108. The Board authorizes the administration to submit fair-share requests to the nine cooperating political jurisdictions. The Board further directs the President to submit this budget to the State Board for review.

TAB # 13

Mr. Bruce Neilson stated this is a leveraged budget that will finance the 5 million dollars mentioned in the proposal itself. Mr. Neilson called for approval of the Local Capital Outlay Requirements for Fiscal Year 2017, with the total amount to be requested from the cooperating political jurisdictions of \$5,396,108 and Board members approved the request unanimously.

C. PRESIDENT'S REPORT

Chairman Wooten welcomed Dr. Ralls who expressed his appreciation for the warm welcome he received by the NOVA community. He emphasized his great pleasure with the many student interactions in which he was engaged across all six campuses. When asked why he left his previous role as Chancellor, he indicated that his role was like that of a league commissioner but missing the action on the front lines. He enjoys working with legislators, but missed being directly involved with students and wanted to get back to this place – where the “rubber meets the road.” To have this opportunity is a great thrill.

Dr. Ralls explained that when he was asked what his vision was during the interview process, he responded that vision tends to be connected more to the place you left and not necessarily something you bring with you. Vision is clearly in place at NOVA and his responsibility is to bring the current vision to a better place. We will build on the strengths that are already here and not go into a completely different direction. Dr. Ralls has also been involved in workforce development for 20 years and he feels well equipped to contribute in this area.

For the near future, the number of certifications will be a state focus. When students are looking for job training, they are looking for clarity and for credit and the time they spend in training will be credible in the eyes of employers. Students come to community colleges as a pathway to something else - clear pathways to better jobs or to university. Workforce development and student success are part of the formula to reach those goals.

As we look at student success, there are so many wonderful things that Northern Virginia does: the Start Strong Program; the Connection Program; and, the Pathway and STEM programs. How we structure students success pathways will be important. Recently there was a Gates grant announcement that involves community colleges and would open up opportunities for NOVA. With only five days remaining to forward a proposal Dr. Ralls asked whether Board members felt any hesitancy to move forward with a grant proposal from NOVA.

Board members unanimously felt that it was imperative to participate in larger grant opportunities and to be a part of an organization that sets high goals that can be showcased.

Chairman Wooten echoed the Board comments and said this was a great direction for the college and thanked Dr. Ralls for “getting into the game.”

D. CHAIRMAN'S REPORT:

1. NOVA's 50th Anniversary Celebration

Dr. Wooten reported that everyone is looking forward to more NOVA visibility and the anniversary celebrations over a period of time that will provide visibility to the community. We have had significant activity with college marketing, students generating a mascot, and designing and widely distributing a 50th anniversary logo, posters and pop up displays.

He asked board members if they had further comments and asked Mr. Kauffman to reiterate the events to take place.

Mr. Kauffman explained that there would be a broad range of events across the entire college. Over a two-year period, there will be numerous events: 50th Commencement; Foundation Dinner; Arts display at Alexandria Campus; May 2016 celebration event at Woodbridge Campus; Spring 2016 musical event at Alexandria Campus; Spring 2016 dinner/dance at the Annandale Campus; Spring 2016 volunteer event at the Woodbridge Campus; and, Extended Learning Institute celebrations.

The two-year celebration will be funded over two fiscal years: 2015 is the 50th anniversary of the College; and, 2016 is the 50th anniversary of the state system.

2. College Board Committee Membership

Chairman Wooten indicated that Mr. Xu has returned to the Budget Committee and Mr. Rowley is now the Board's Vice Chair. New Board member Mr. Pearson will serve on the Curriculum and Community Relations Committee.

3. Board Appreciation Dinner

Chairman Wooten thanked Mr. Kauffman and Ms. Dolan for their logistical assistance with the Board dinners. This year's dinner will be at the Old Hickory Grill on Friday, December 11. The purpose of the dinner is to acknowledge and give recognition to departing Board members. Dr. Mark Stavish has departed this year. The dinner is also

an opportunity for past Board members to be engaged and several past Board members were invited and attended last year's dinner.

4. Chairman's Workshops

Chairman Wooten announced the date of November 9 for the Workshop designed as a "get to know" session with Board members and Dr. Ralls. He also suggested that a second Chairman's Workshop would be beneficial in order to begin exploring NOVA's workforce development.

5. Student Liaison to the Board

The Board annually appoints a student to the Board as a non-voting member, serving a one-year term and he or she may participate in standing committees as well as open meetings of the Board. Ms. Brittany Spivey, a student at the Annandale campus, was nominated to serve in this capacity.

Mr. Rowley made a motion to accept Ms. Brittany A. Spivey as the student Board representative. The motion was seconded by Dr. White. One question raised was whether Mr. Spivey would be able to attend all of the meetings. Ms. Spivey indicated that she would be available for all of the Board meetings.

There being no further discussion, all were in favor of appointing Ms. Brittany Spivey to the Board for the coming year with no opposition.

Chairman Wooten then asked Ms. Spivey to introduce herself. She informed Board members that she is currently the Vice President for the Annandale Student Government Association (SGA). After graduating from NOVA, she plans to transfer to the University of Virginia to major in Biology and then apply to Dental School. One of her SGA-related goals at NOVA is to have all of the student governments chartered to put into place a permanent college-wide structure that would then operate consistently on all campuses and could better support each other and work together.

Ms. Spivey also supports the value of participating in the college's many student clubs which not only enrich a student's experience at NOVA, but provide many leadership opportunities.

E. NEW/OTHER BUSINESS

Mr. Xu brought up communication from a local school board chair that mentioned that NOVA's dual enrollment charges were waived and asked for more clarification on this issue.

Loudoun campus Provost Dr. Julie Leidig responded to the inquiry by explaining the dual enrollment program. There are two kinds of dual enrollment: 1) where students travel to the campus; and, 2) where there is a contractual arrangement with the schools to provide the site and the teachers. Students who travel to a campus to take classes pay the same tuition as everyone else. When classes are taught in the high schools, the Virginia Community College System allows the school district to be reimbursed for in-kind contributions with a maximum of 100 percent reimbursement. The VCCS requires reimbursing 60 percent of the in-state tuition rate for providing the qualified instructor and the teaching venue. If the school makes other in-kind contributions, the college is authorized to make further reimbursement in increments of ten percent for items like providing textbooks to the students, providing testing services, and assisting with advising or career coaches. We analyzed the in-kind contributions of our participating school districts and concluded that it was possible to justify 100 percent reimbursement for all of them. We then needed to examine whether we should reimburse 100 percent given that the program has some cost associated with it. During the prior year we reimbursed 85% of tuition but we got feedback that the 15% tuition we were still charging was cost-prohibitive for low income students. We had determined to reduce the tuition to \$10 per credit hour but we began to look at what we would have to do to implement a payment portal to collect that money since we had made a commitment to the schools that we would not continue to put all of the administrative burden of collecting funds on them. It wasn't a lot of tuition money but it would have been very challenging to collect without many complications; for example, some schools wanted to pay for the students who qualify for free or reduced lunch but they could not actually tell college officials who those students were. When we began to look at all of the in-kind contributions our schools were providing to help defray costs, with the added complication of collecting very small amounts of monies, the good will the college receives by extending the opportunity to for students to receive college credit at zero tuition seemed well worth it.

Chairman Wooten agreed with Dr. Leidig's response by adding that the small amount that would have been collected from the schools after accounting for all of their in-kind contributions did not merit the administrative burden involved in collecting it.

Dr. Ralls responded that while he was not here for the decision, he applauds both the decision and the leadership. Schools across the country are facing budget challenges and deciding to do this was a challenge, but this was the right thing to do for our

students. Sometimes we have to make decisions not solely on financial basis, but in the interest of our students.

**F. CLOSED EXECUTIVE SESSION DISCUSSION:
*Building Dedication and Naming***

G. ADJOURNMENT

Respectfully Submitted,

Dr. Scott Ralls
Secretary to the Board

Dr. Michael Wooten
Board Chairman