

**NORTHERN VIRGINIA COMMUNITY COLLEGE  
BOARD MEETING**

**February 25, 2019**

**4:00-6:00pm**

**Brault Building  
Room 276  
Annandale Campus  
4001 Wakefield Chapel Rd  
Annandale, VA 22003**

**CALL TO ORDER** – Chairman of the Board

**Chairman Pearson called the meeting to order at 4:08 p.m.**

**ROLL CALL** – Lindsay Mills

**Present from the Board: Ms. Julie Felgar, Mr. Alvie Johnson, Mr. Bruce Neilson, Vice Chair Rosie O’Neil, Chairman Rick Pearson, Mr. John Porter, Dr. Scott Ralls, Mr. Todd Rowley, Ms. Zuzana Steen, Mr. Hong Xu, Student Liaison Mr. Caldin Pletschke**

**Present from the College: Ms. Charlotte Calobrisi, Ms. Ina Dimkova, Dr. George Gabriel, Dr. Annette Haggray, Dr. Pamela Hilbert, Dr. Sam Hill, Ms. Corinne Hurst, Mr. Dana Kauffman, Ms. Akiva Kirkland, Dr. Chad Knights, Mr. Jack Lechelt, Dr. Julie Leidig, Dr. Molly Lynch, Ms. Lindsay Mills, Mr. Steve Partridge, Dr. Nicole Reaves, Dr. Sharon Robertson, Dr. Steve Sachs, Dr. Mel Schiavelli, Ms. Lisa Stelle, Mr. Cory Thompson, Dr. Frances Villagran-Glover**

**A. Jennifer James, SPHR, SHRM-SCP Human Resources Consultant  
Virginia Community College System  
*Presentation/Discussion***

**Dr. Christopher Lee, Associate Vice Chancellor, Human Resource Services and Ms. Jennifer James, Human Resources Consultant of the Virginia Community College System (VCCS) were guests of the Northern Virginia Community College special board meeting in reference to the College's Presidential Search process on Monday, February 25, 2019. After roll call was completed, Mr. Rick Pearson, Board Chair, turned the meeting over to Ms. James to discuss the VCCS Presidential Search Process and an associated board action step. Dr. Lee contributed to the discussion via telephone.**

**Ms. James began by reflecting on the key components of the VCCS Presidential Search Process that Chancellor, Dr. Glenn DuBois described in detail during the board's regular meeting on Monday, February 25, 2019. Next, she shared that the next agenda item, Executive Summary – Results of Presidential Poll, aligns with an associated Presidential Search Process action step that is executed by the local college board. She explained that using the Presidential Poll survey results that represent the views of a broad range of local stakeholders, including college faculty, staff, students and leaders in the local community, the local college board is asked to consider and articulate the institution's major challenges and aspirations for the next five years. Specifically, she indicated that the local college board will produce four or five clearly defined priorities and key characteristics for the institution's next leader as an outcome of this exercise. She explained that these articulated priorities/characteristics become the foundation of the national search. Specifically, the local board defined priorities/characteristics are used to shape the vacancy announcement and accompanying college prospectus as well as the recruiting and selection process.**

**To both assist local board members with the task at hand and illustrate how the output of their work will shape the national search for the College's next top leader, Ms. James supplied each board member with a package of sample documents to include a priorities/characteristics statement, vacancy announcement, and college prospectus. The package of materials also included other documents that detail minimum qualifications and core competencies used to assess all presidential candidates.**

**B. Executive Summary – Results of Presidential Poll**

**Dr. George Gabriel, Vice President of Institutional Effectiveness and Student Success, presented the NOVA Presidential Search Survey Results from 2019 to the Board. The following is a summary of the presentation.**

- **As part of the Virginia Community College System (VCCS) Presidential Search process, NOVA solicited input from critical stakeholders through an online survey. The input from this survey will be used by the NOVA College Board and VCCS in selecting the next president for the College.**
- **The survey contained five open-ended questions and was administered online.**

- The stakeholders included Faculty, Staff, Administrators, Current Students, NOVA College Board, NOVA Foundation Board, Community Leaders, and Community Members including Alumni.
- Survey participants included a total of 717 stakeholders who responded to the survey.
  - Faculty, Staff, and Administrators – 402 participants
  - Current Students – 242 participants
  - External Community Members – 73 participants
    - Includes NOVA College Board members, NOVA Foundation Board members, Community leaders/members, NOVA Alumni
- Question 1: What are the unique attributes of our College that the next NOVA president should build upon?  
 Three Most Common Responses: 1. Diversity of the College (33 percent) 2. Dedicated Faculty and Staff (20 percent) 3. Strong Community Ties (20 percent)
- Question 2: What do you see as the major challenges facing the College within the next three years?  
 Three Most Common Responses: 1. Academic Quality (26 percent) 2. Revenue Streams & NOVA Budget (25 percent) 3. Faculty and Staff Support (24 percent)
- Question 3: What qualities will be needed by the next NOVA president to meet those challenges?  
 Three Most Common Responses: 1. Collaborative Management Style and Relevant Expertise (39 percent) 2. Ability to Serve as a Visionary (32 percent) 3. Commitment to Academics (29 percent)
- Question 4: If the next NOVA president could accomplish three key things in the first year, what should they be?  
 Three Most Common Responses: 1. Improve the Quality/Delivery of Academic Services (33 percent) 2. Improve Employee Satisfaction & Morale (29 percent) 3. Evaluate NOVA's Reorganization (24 percent)
- Question 5: Is there untapped potential in the Northern Virginia community that the next NOVA president should focus upon? If yes, please explain.  
 Three Most Common Responses: 1. Community Engagement & Visibility (24 percent) 2. Expertise of Current Employees (23 percent) 3. Alignment with Workforce/Labor Market Demands (17 percent). Note: Question 5 was a yes/no question. 74% responded "yes," while 67% provided a response.
- Variations in Responses from Students and External Community Members  
 The majority of survey responses came from faculty, staff, and administrators. The following are responses that varied notably from the majority.
  - Responses from Students varied from the majority in regards to:
    - Student Services & Student Experience
    - Affordability of Education
    - Student Access & Success
  - Responses from External Community Members varied from the majority in regards to:
    - Community & Industry Relations
    - Alignment with Workforce/Labor Market Demands
    - Student Access & Affordability

**Ms. Lisa Stelle, Chair of College Senate, and Mr. Jack Lechelt, Chair of Personnel Services Committee, both welcomed the opportunity for the Board to sit down with their respective committees as well as town halls on campus. They stressed the importance of hearing the input from staff and faculty alike. Board Members expressed their keen interest in doing so when the calendar allows the time to do so.**

**Prior to adjourning, Chairman Pearson asked the Board to review the executive summary as they will soon be refining it in order to create the executive profile. He requested feedback from them this week.**

### **C. Adjournment**

**Chairman Pearson requested a motion to adjourn. Mr. John Porter offered the motion which was seconded by Ms. Julie Felgar. With no objection, the meeting adjourned at 5:33 p.m.**