



Northern Virginia Community College

Northern Virginia Community College Board Virtual Meeting
September 14, 2020, 4:30PM
Agenda

1. CALL TO ORDER – Chair of the Board

Chairwoman Rosie O’Neil call the meeting to order at 4:30pm and provided the following introductory comments.

SPECIAL INTRODUCTORY COMMENTS for the opening of this meeting.

Per the guidance of VCCS Systems Counsel:

- This meeting will be an electronic meeting, held in accordance with Section 2.2-3708.2 of the Code of Virginia and Chapter 1283 of the 2020 Acts of Assembly to conduct regular business;
- This is an open, public meeting and has been made available for live viewing by the public through a posted Zoom link;
- Should our broadcast be interrupted, we will be notified, and we will have to pause the meeting;
- All votes will be made by roll call; and
- This meeting is being recorded and will be posted for subsequent viewing on the NOVA website

1.1 ROLL CALL – Lindsay Mills

Present from the College Board: Dr. Kerstin Carlson Le Floch, Ms. Julie-Ann Felgar, Mr. Ron Gill, Mr. Alvie Johnson, Dr. Anne Kress, Ms. Jennifer McGarey, Ms. Rosie O’Neil, Mr. Rick Pearson, Mr. John Porter, Mr. Todd Rowley, Ms. Zuzana Steen, Mr. Christopher Wade

Present from the College: Ms. Mariella Abanto, Ms. Charlotte Calobrisi, Ms. Diana Cline, Mr. Daniel Christman, Ms. Ina Dimkova, Mr. John Guszak, Dr. Annette Haggray, Dr. Pamela Hilbert, Dr. Sam Hill, Ms. Corinne Hurst, Mr. Dana Kauffman, Ms. Akiva Kirkland, Dr. Chad Knights, Dr. Julie Leidig, Dr. Molly Lynch, Ms. Lindsay Mills,

Dr. Donna Minnich, Mr. Steve Partridge, Mr. Steve Patterson, Ms. Kelly Persons, Dr. Nicole Reaves, Dr. Sheri Robertson, Ms. Shelly Ryan, Dr. Steve Sachs, Mr. Allen Sinner, Ms. Hannah Stoneburner, Mr. Cory Thompson, Dr. Frances Villagran-Glover

Guest in Attendance: Greer D. Saunders

**Systems Counsel and Senior Assistant Attorney General
Virginia Community College System Office**

1.2 ADOPTION OF THE AGENDA FOR SEPTEMBER 14, 2020

Agenda to be moved and seconded unless there is a motion to amend the agenda as submitted. A motion to amend the agenda, if seconded, can be considered.

MOTION, SECOND AND ROLL CALL VOTE

Chairwoman O’Neil asked to move Action Item 3.1 to the forefront of the agenda. Ms. Steen motioned to approve the adjustment in the agenda. Mr. Ron Gill seconded the motion. Ms. Lindsay Mills initiated a roll call vote. Without objection, the motion to approve the adjustment carried.

Vice Chairwoman Ms. Zuzana Steen motioned to approve item 3.1, the appointment of Mr. Daniel Christman as the Student Liaison to the NOVA College Board for 2020-2021. Mr. Ron Gill seconded the motion. Ms. Mills initiated a roll call vote. Without objection, the motion carried. Ms. O’Neil welcomed Daniel back to the Board for a second year of service.

Vice Chairwoman Zuzana Steen motioned to move the adoption of the adjusted agenda for September 14, 2020. The motion was seconded by Mr. Ron Gill. Ms. Mills initiated a roll call vote. Without objection, the motion carried.

1.3 SPECIAL GUEST – Greer D. Saunders

Systems Counsel and Senior Assistant Attorney General

Virginia Community College System Office

Discussion Topics: FOIA, COIA, Disclosure Statements and Financial Responsibilities of College Board Members

Chairwoman O’Neil welcomed Ms. Greer Saunders, Systems Counsel and Senior Assistant Attorney General from the Virginia Community College System Office.

Ms. Saunders thanked the Board for welcoming her. She explained Ms. Hannah Stoneburner, Associate System Council, would be presenting to the Board.

Ms. Stoneburner provided an overview of the topics outlined above. Her presentation has been inserted at the conclusion of the minutes.

2. CONSENT AGENDA

To be moved and seconded as a block, unless a motion is made, seconded and approved to consider the items “ad-seriatum” (separately). If this happens, each item will be considered individually with separate motions and seconds required.

MOTION, SECOND AND ROLL CALL VOTE

Mr. Rick Pearson motioned to approve the Consent Agenda in its entirety. Mr. John Porter seconded the motion. Ms. Mills initiated a roll call vote. With no objections, the motion carried.

2.1 Approval of the June 22, 2020 NOVA Board Minutes TAB 1

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

Finance, Building and Sites Advisory Committee

2.2 Final Report, Local Funds Budget – July 1, 2019 through June 30, 2020 TAB 2

RECOMMENDATION: The Northern Virginia Community College Board has reviewed the final report of the Local Funds Budget for the period of July 1, 2019 through June 30, 2020 and approves it for record purposes.

2.3 Final Report, Non-State Funded Investments as of June 30, 2020 TAB 3

RECOMMENDATION: The Northern Virginia Community College Board has reviewed the Final Report of the Non-State Funded Investments for the period of July 1, 2019 through June 30, 2020 and approves it for record purposes.

2.4 Final Report, Local Board Budget – July 1, 2019 through June 30, 2020 TAB 4

RECOMMENDATION: The Northern Virginia Community College Board has reviewed the Final Report of the Local Board Budget for the period of July 1, 2019 through June 30, 2020 and approves it for record purposes.

2.5 Final Report, State E&G Operating Budget, July 1, 2019 – June 30, 2020 TAB 5

RECOMMENDATION: The Northern Virginia Community College Board has reviewed the statement of revenue and expenditures for the fiscal year 2020 State E&G and accepts it for information.

2.6 Final Report, FY2020 Workforce Operating Budget TAB 6

RECOMMENDATION: The Northern Virginia Community College Board has reviewed the statement of revenue and expenditures for the fiscal year 2020 Workforce Development and accepts it for information.

2.7 FY2021 State E&G Operating Budget TAB 7

RECOMMENDATION: The Northern Virginia Community College Board has reviewed the distribution of funds for the fiscal year 2021 State E&G Operating Budget and accepts it for information.

2.8 FY2021 Workforce Development Operating Budget

TAB 8

RECOMMENDATION: The Northern Virginia Community College Board has reviewed the distribution of funds for the fiscal year 2021 Workforce Development Operating Budget and accepts it for information.

3. ACTION ITEMS

Recommendations to be considered one item at a time with the action items to be moved individually by Committee Chairs (if present). A second is required for these motions as there will not have been a separate, committee vote.

Finance, Building and Sites Advisory Committee

3.1 Approval of the Student Liaison to the NOVA College Board, 2020 - 2021

RECOMMENDATION: The Northern Virginia Community College Board approves the recommendation from the NOVA Student Government Advisory Council to re-appoint Daniel Christman as the non-voting, student representative to the College Board. The Board also waves the single-term limitation on his service as the student representative.

MOTION, SECOND AND ROLL CALL VOTE

As noted above, Vice Chairwoman Ms. Zuzana Steen motioned to approve and Mr. Ron Gill seconded the motion. Ms. Mills initiated a roll call vote. Without objection, the motion carried.

3.2 Proposed FY2022 Local Board Budget

TAB 9

RECOMMENDATION: The Northern Virginia Community College Board has reviewed the proposed Local Board Budget for the Fiscal Year 2022 in the amount of \$339,921. The cooperating political jurisdictions will be requested to contribute \$250,000; the same as was requested for fiscal year 2021. The Northern Virginia Community College Board approves the proposed budget and authorizes its submission to the nine cooperating political jurisdictions. The Northern Virginia Community College Board further directs the President to submit this budget to the State Board for review.

MOTION, SECOND AND ROLL CALL VOTE

Mr. Todd Rowley motioned to approve and Ms. Steen seconded the motion. Ms. Mills initiated a roll call vote. Without objection, the motion carried.

3.3 Local Capital Outlay Requirements, FY2022

TAB 10

RECOMMENDATION: The Northern Virginia Community College Board has reviewed and approves the Local Capital Outlay plan for fiscal year 2022 with a total amount to be requested from the cooperating political jurisdictions of \$5,671,221. The Board authorizes the administration to submit fair-share requests to the jurisdictions for funding in their fiscal year 2022 budgets. The Northern Virginia Community College Board further directs the President to submit this budget to the State Board for approval.

MOTION, SECOND AND ROLL CALL VOTE

Mr. Rowley motioned to approve and Mr. Rick Pearson seconded the motion. Ms. Mills initiated a roll call vote. Without objection, the motion carried.

3.4 Proposed Auxiliary Parking Plan 2020 – 2022 Biennium

TAB 11

RECOMMENDATION: The Northern Virginia Community College Board has reviewed and approves the attached Auxiliary Parking Plan for the 2020-2022 biennium.

MOTION, SECOND AND ROLL CALL VOTE

Mr. Pearson motioned to approve and Ms. Steen seconded the motion. Ms. Mills initiated a roll call vote. Without objection, the motion carried.

4. SPECIAL PRESENTATION

Strategic Plan Update: Performance Indicators for Spring 2020 Semester

President Kress provided the Board with an update to NOVA's Strategic Plan which was originally presented in 2018. Dr. Kress explained the KPIs for the College are not currently mapped with any of the goals or objectives which led her to create potential updates to the plan.

The suggested amendments would then be brought back to the Board for review and a formal vote of approval and implantation in November.

Dr. Kress explained the College is currently preparing for its reaffirmation with SACSCOC. She outlined the core requirements and highlighted Standard 7: Institutional Planning and Effectiveness, Standard 8: Student Achievement, and Standard 13: Financial and Physical Resources. Dr. Kress explained if an institution is found to not be in compliance with these Core Requirements and others, the institution cannot be reaffirmed for reaccreditation. Dr. Kress recommended a top-level overview be provided by Dr. Willie Pomeroy, NOVA's SACSCOC Liaison, regarding the meaning behind accreditation and what a reaffirmation process entails.

President Kress presented to the Board an opportunity to reframe the plan and outlined the following action steps:

- **Update to respond to changing external conditions**
- **Separate objectives from strategies and edit for clarity**
 - **Objective: measurable, specific action to meet the goal**
 - **Strategy: approach to accomplish the objective**
- **Connect KPIs directly to objectives**
- **Connect Strategic Plan to annual VCCS Institutional Priorities**
- **Reconnect both to individual employees' annual goals**
- **Document culture of evidence that supports “closing the loop” through college-wide analysis of outcomes and responsive action**

In addition, Dr. Kress explained the need for a revised set of objectives to support the goals established in the Strategic Plan as well as new KPIs which are to be mapped to each objective. Lastly, Dr. Kress presented NOVA's Values Framework, known as the NOVA Five, which are Equity, Excellence, Empathy, Evidence and Economic and Social Mobility. The objectives outlined for potential implementation fall directly under these values.

5. PRESIDENT'S REPORT

Dr. Kress began her President's Report by indicating a total of five positive cases of COVID-19 have been identified college-wide and reiterated the notification and monitoring processes that are in place. President Kress emphasized the importance of the “Stay Safe with Ace” protocols as well as the individual responsibilities employees and students returning to campus have in order to keep everyone safe and well.

President Kress quickly touched base on the State Budget explaining no new funding is expected but no budget cuts will take place which is a very good thing.

Transitioning to enrollment, after budgeting for a 15% decrease in enrollment, but ended up closing the gap and entered Fall at a 2% increase in full-time equivalent enrollment for Fall. She explained the college is currently down in the area of head count of new students which is actually seen across the System as well. Dr. Kress indicated she anticipates the College will enter Spring very similarly to the Spring semester with approximately 80% of classes being held remote, most employees teleworking with only 15-20% of classes being held on campus.

Dr. Kress closed her Report by introducing the following Action Item:

Revision to Local Capital Outlay Budget for FY2021 to fund an Online Early College High School Pilot Program (Tab 12)

Dr. Kress began by explaining how successful the Jump Start program over the summer. The success and popularity of the program demonstrated that online dual enrollment can indeed work. However, the only way for NOVA to reduce the cost of dual enrollment or concurrent enrollment is to offer the classes taught by credentialed high school faculty on high school campuses. Understanding the restrictions in place, and knowing Fairfax County had been reaching out to NOVA about expanding concurrent enrollment, Dr. Kress held discussions with

Fairfax County Executive Bryan Hill to discuss the possible re-direction of the County's FY2021 capital support in order to fund an online early college high school pilot project that would serve FCPS.

Referring to Tab 12, the pilot program will provide academically qualified seniors in the FCPS system, including those already in contract dual enrollment classes, with the opportunity to take up to two additional college courses online from NOVA at a third of the cost of tuition. Subject to annual evaluation and review, the intent is for this new alignment of our local partnership with Fairfax County to be ongoing, to grow as driven by student need, and to expand to include other school systems as agreements can be initiated and concluded with a target of the Fall 2021 semester for additional partnerships. The County's FY2021 commitment to NOVA would not fund an anticipated 6,000 student enrollment, so with Board approval, the College would support the \$250,000 gap funding from the existing balance of local capital outlay funds.

A general discussion took place regarding the pilot program with Mr. John Porter expressing concern with the jurisdictional restriction, with offering the program to FCPS only to start, as well as the shortage of funds requiring the College to cover the balance. Vice Chairwoman Steen also made mention of potential interest from Manassas City Public Schools and Manassas Park City Schools. Dr. Kress explained the pilot program would run in a 6-week session, as did Jump Start, and would start in late October. NOVA would then have the opportunity to evaluate the outcomes prior to potentially expanding the program to additional jurisdictions. Mr. Wade noted that Fairfax County initiated the request, setting the project in motion and deserves recognition for this initiative. He compared this action to that taken by Radford University in initiating the transfer guarantee with NOVA: because they went first, they set a model for other universities to follow. Similarly, other districts will follow the Fairfax example.

Chairwoman O'Neil asked for a motion. Mr. Rick Pearson motioned to approve. Mr. Christopher Wade seconded the motion. The motion passed 10-1 with Member Porter opposed.

6. CHAIR'S REPORT

Chairwoman O'Neil began by thanking Dr. Kress for conducting a well-executed Convocation and for her continuous transparency and communication through the weekly reports she distributes to the Board.

Ms. O'Neil thanked the Board members for their input regarding their service and future interests while serving and noted the following areas of opportunity the Board identified:

- Higher level of engagement with increased attention to advising in a more deliberate role**
- Create network connections for Dr. Kress**
- Amplify the community college message**
- Pandemic – Concerns & Opportunities – *Identify emerging opportunities following the response to the pandemic, for example, enrollment, retention, equity issues? Who is falling through the cracks?***
- Increased response to students' basic needs (i.e. food insecurities)**

In addition, Chairwoman O'Neil highlighted the need to rethink how the current committee meetings are structured and scheduled. She would like to identify and implement best practices to ensure there is a balance between business and discussion. Ms. O'Neil reiterated the need for ongoing Board development through various platforms such as ACCT.

Future engagements Ms. O'Neil would like to incorporate into the Board schedule is outlined as follows:

- **October: Board Retreat**
- **December: engagement with NOVA's Foundation Board or former local Board Members**
- **February: 1) overview of conducting the Presidential evaluation, and 2) self-evaluation of the Board which is required by SACSCOC**
- **April: President Kress' evaluation**

Chairwoman O'Neil informed the Board of Dr. Kress' Presidential Evaluation which took place this summer with Chancellor DuBois. In that evaluation, Dr. Kress received a positive and affirmative review that awards her the opportunity for continued service to NOVA. To prepare for that evaluation, she mapped out our strategic plan to VCCS priorities for improved alignment and collaboration. Ms. O'Neil congratulated Dr. Kress and noted the Board's evaluation of Dr. Kress will take place next spring.

In addition, Ms. O'Neil recommended the Board consider participating in ACCT's virtual congress being held October 5-8. She and Dr. Kress may work to identify suggested sessions for the Board's review and consideration.

Lastly, Chairwoman O'Neil informed the Board that the annual Chancellor's Retreat and Annual Meeting of the Boards will not be held this year. The Chancellor will, however, be hosting an Equity Summit virtually on October 14-15 for which the Board and VCCS Presidents are invited.

7. OTHER/NEW BUSINESS

- *Request by Chair to members to see if there is any other business to come before the Board.*

No other business was brought to the Board.

8. ADJOURNMENT

Motion and second required for a motion to adjourn

ROLL CALL VOTE

Mr. John Porter motioned to adjourn. Mr. Alvie Johnson seconded the motion. Ms. Mills initiated a roll call vote. Without objection, the meeting adjourned at 6:33pm.

Submitted by:



Rosie O'Neil
Chairwoman
Northern Virginia Community College Board



Anne M. Kress, Ph.D.
Secretary
Northern Virginia Community College Board
President
Northern Virginia Community College

Recorded By:
Lindsay Mills
Executive Assistant and Recorder
Office of the President