

**College Senate Meeting
April 21, 2016**

Members present:

Heidi Adamson, Cynthia Alvarado, Ken Balbuena, Charlotte Calobrisi, Andrew Cornell, Megan Davies, Margaret Emblom-Callahan, David Epstein, Corey Esparza, Frank Ferrara, Alka Gandhi, Susan Givens, Hemchand Gossai, Kristin (Shriver) Hogan, Jenny Horton, Shannon Ingram, Christy Jensen, Chad Knights, Barbara Lash, Laurie McCullough, Patty Ottavio, Marcie Schriebman, Beth Shewmaker, JoAnn Short, Laura Siko, Ruth Takushi, Alison Thimblin, Joye Thomas, Susan Thompson, Howie Treichler, Beatrice Veney

Members absent: Kirsten Riddick, DeQuan Smith, Jennifer Horton, Laura Siko, William Straight, Karen Gordon, John Bownik, Kerin Hilker, Don Johnson, Debra Powell, Vicki Budd, Michael Polcen, Bridget Pool

Guests: Beth Harper, Sheri Robertson, Will Mallon, Ella Gilliam

Approval of March minutes

Motion passed to approve.

Selection of minute-keeper

No one on a permanent basis yet.

Special meeting on April 28.

Organizational meeting following by completion of presentation by Dr. Ralls.

Transcript evaluation (Dr Robertson and members of the College Records Office)

- Question posed by student at AL campus, brought up by Margaret Emblom.
 - Some courses that were not program specific were not transferred. This can be problematic if the student changes the major.
 - Point made that substitutions requests have the same issue.
- Dr. Sheri Robertson as a guest to address the issue, along with Dr. Beth Harper and Alethea Hamilton (Director of the CRO) and William Mallon (transcript evaluator).
- Policy (Robertson): Credit for prior learning; should all courses on an incoming transcript be evaluated regardless of program placement? Credit for Prior Learning Committee (formerly the Advanced Standing Committee) makes recommendations to Curriculum Committee.
- Why does it depend on the program (Harper): Courses that are “perfectly okay” (from an accredited institution or from an accredited evaluation service) may not come over as an equivalent course, and instead come over as “EEE” (i.e. BIO EEE). The advisor can make the decision if the course is equivalent for the program. If the course comes over as a direct equivalent, it will be noted as the equivalent and will apply to every program. Listing all courses a student has taken will “clutter up” the student’s transcript.
 - Question: can we have a process to have courses count for any program, if the dean has approved it?
 - The process is to inform Sheri, who forwards the issue to the cluster to decide if the courses should count as a NOVA equivalent.
 - When courses come in for different credit levels, the course may count for the requirement, but the deficient credit still needs to be made up.
 - Question: how are new faculty advisors supposed to know all this?
 - All faculty need to know the tools and resources available, the policy, etc.

- What does World Education Services (WES) do? WES researches the institution, the grading scale, the credit assignment, and assign it to a US discipline.
 - International transcripts are evaluated by WES. NOVA does a further evaluation, which depends on the country. Different credentials (i.e. high school diploma, bachelor's degree) mean different things in different countries.
 - Faculty advising training needs to be more than a one-day event, and we can't expect the AVPs to travel from campus to campus to provide a training. It needs to be accessible.
 - Need a common definition of what advising is, what are the expectations of faculty, etc.
- Motion passed to forward items of concern to the upcoming Deans Summit.

Emeritus proposal (Todd)

- Confusing wording regarding eligibility.
- Ad Hoc Professor Emeriti Committee proposed to raise time served at NOVA to 20 years and to remove ambiguous statement. Asked Senate to consider the issues.
- Question: what is the problem?
- Point of consideration that never came to a motion.

Committee on Committees (Todd)

- Shannon Ingram is rotating off. Previously on Committee on Committees.
- Need to form a new Committee on Committees, with representation from each campus.
- Recommendation: each chair of a committee should be responsible for knowing who is rotating on or off the committee. Shannon will contact the current chairs to find out if current lists are correct and if there will be vacancies.
- Two challenges: where are current members in their terms? Some of the chairs are ex-officio provosts.
- What is the make up of the Committee on Committees?
 - Representatives from each campus who are on the Senate. Can include members off of the Senate.
- New members:
 - Matt Todd (AL)
 - Beth Shewmaker (MEC)
 - Krisitin Shriver (ELI)
 - Laura McCullough (AN)
 - Alison Thimblin (WO)
 - Jennifer Horton (LO)
 - Megan Davies (WO)
- The campus council is responsible for recruiting members for committees.
- The committee structure is due for revision, to be tabled until next year.

Hybrid testing, revisited (Ella Gilliam, chair Testing Working Group)

- See attachment on policy statement revision.
- "Entire class" does not mean all at once.
- Discussion on whether it pertains to just finals week, midterms, or all exams.
- Is the policy statement counter to good pedagogy for hybrid courses?
- Motion passed to return the statement to the TWG to tighten up the language.

ISSC Accommodations Statement (Todd/Harper)

- See attachment.
- Recommendation to bring the statement to the Academic Deans for discussion.
- "Online" means for online communication. "Print" means for print communication, not face-to-face courses.

- Needs to include a statement regarding timely notification of accommodations.
- Needs to be standard language on every syllabus? Should every Blackboard shell automatically have this?
- Motion passed to forward to all three deans councils for review.

Proposal on college-wide convocation for restructuring (Short on behalf of AN Campus Council)

- Each campus council reviewed an email that recommended clarification on restructuring.
- Suggestion to have a convocation before summer. Dr. Ralls will be visiting each campus before summer to have a Q&A discussion. Has already visited MA. Will be visiting AN. Dr. Ralls wants input from all the campuses. Dr. Ralls sent out an email to all faculty and staff regarding the restructure.

Proposal on providing feedback on restructuring (Emblom on behalf of AL Campus Council)

- See handout, calling for a formation of a forum committee to provide feedback.
- Question: Dr. Ralls just sent out the email and is going from campus to campus. Would it be a better idea to wait until the fall for this?
 - Response: This would be another avenue to provide feedback.
- Point: each campus has its own culture. A challenge is that each campus has a very different structure. A bringing together of faculty leaders will help better understand the value structure that needs to be maintained.
- It is beneficial to have the Senate to propose a structure or solutions, rather than be reactive.
- Point: would it make more sense for the councils to gather information and bring it back to the Senate?
- Three viable options:
 - Send forward to Dr. Ralls?
 - Edit it?
 - Send to campus councils to gather feedback to campus to bring back to Senate?
- Motion passed to have campus councils gather feedback from the campuses and bring back to the Senate.

Senate response to VCCS presentation (Short and McCullough) – *proposal to follow shortly*

- Tracking item

April 28th meeting (Todd)