

Northern Virginia Community College Senate
Meeting Minutes

8/20/2020

Meeting conducted on ZOOM

Attending: Teba Aljumali, Kristin Balbuena, Breana Bayraktar, Mike Blackwell, Felicia Blakeney, Barbara Canfield, Julie Combs, Kerry Cotter, Kathleen Deal, Karen Doheney, Cari Dresser, Stephanie Dupal, Joan Elrich, Nicole Evans, Andrew Goldstein, Chris Hafen, Stephanie Harm, Katherine Hitchcock, Trish Kurban, Elizabeth Lanthier, Jack Lechelt, Rakene Lee, Aldous McCrory, Beatrice McKeithen, Mike McMillon, Donna Minnich, Mary Moseley, Tykesha Myrick, Manori Nadesalingam, Marilyn Odaka, Mark Plaughter, Mike Polcen, Nicole Reaves, Regina Sanders, Maxine Toliver, Ashlie Warnick, Ghul Zadran

Absent: Rebeccah Carrier, Santwana Das, Negina Noorzada, Mary Pat O'Brien, Chevella Wilson

Guest: Charlie Errico

- I. Senate Chair Donna Minnich called the meeting to order at 1:00 PM. Roll called.
- II. Meeting minutes from July 16, 2020 approved
- III. Charlie Errico presented the CFAC update. CFAC consists of on faculty representative from each college. The group represents faculty for the Chancellor.
 - Past accomplishments: parental leave for faculty (staff already had it), phased retirement
 - Recent issue: new contract language for faculty from VCCS. Presidents could add the language to faculty contracts. The language would allow President to terminate faculty or pro-rate pay, depending on enrollment. 2/3 of VCCS Presidents did not include the language (including NVCC). CFAC convinced other 1/3 to reissue contracts without the language.
 - Efforts to make faculty group more diverse.
 - Reform Criminal Justice Program. NOVA History department suggested adding American History to program of study (currently requires World History) to ensure education re slavery, civil rights, Jim Crow.
 - Governor's Working Group of 2 year and 4 year colleges. Trying to get the 4 year colleges to accept an online lab.
 - Dual enrollment – develop procedures for communication between teaching faculty at VCCS and high school teachers. Ensure same degree of rigor as courses on college campuses
 - Working on Tuition Waiver for dependents (kids and spouses). Budget constraints make that harder.

- Also discussing 21st Century Faculty. Refine office hours policies – students don't use them. One idea is for faculty to go to where the students are rather than having students come to faculty. Subcommittee is working on this now.
- Next meeting is 2nd week of November.

IV. Senate Chair Donna Minnich reminded Senators that if they are going to miss a meeting, they need to send an alternative and should email Senate Chair Minnich ahead of time. Senate Vice Chair Mary Moseley said that we need feedback and representation from the campuses. Senate Chair Donna Minnich also suggested all Senators should read the college Constitution and Bylaws.

V. Discussions about Committees

- Constitution Committee (Senate Parliamentarian Aldous McCrory chair). Will review current constitution to ensure that it meets the needs of the NVCC community. Issues that may be considered include:
 - i. Alternates for Presidential Appointee Senators
 - ii. Position titles that may no longer exist or have changed
 - iii. Associate Dean classification
 - iv. Classified Staff representation
 - v. Attendance requirements

To amend the Constitution, must be presented to the Senate for consideration. If Senate moves forward, sent to Forums for at least 30 days. 2/3 vote with 4 forum councils. Senate can also act – after 30 days, a 2/3 vote will change constitution. Within 14 days, changes presented to the President for her consideration.

Bylaw changes need a 2/3 vote of the Senate and must be published.

Committee to meet in the fall with report to Senate and Forums by Senate's February meeting. The goal is to have the changes, if approved, go to Dr. Kress by April 2.

Committee is starting to form. Membership: Executive committee, Trish Kurban, Kristi Balbuena, Jack Lechelt so far. Volunteers should email Senate Parliamentarian Aldous McCrory.

Senator Kristi Balbuena said it is important to include classified staff. Senator Mike Polcen said that the Loudoun forum will meet in a few weeks but will send name to Senate Parliamentarian McCrory sooner.

Members of the Committee must be Senators.

- Elections and Credentials Committee
 - i. Senator Julie Combs chaired committee last year. Need to staff committee for 2020-2021.

- ii. Conducts forum council elections.
- iii. Membership is from 6 campuses and College Staff.
- iv. Election timeline.
- v. The work is done in the spring but good to form early.
- vi. AL: Senator Marilyn Odaka, AN: Senator Trish Kurban, LO: Senator Julie Combs, MA: Senate Secretary Ashlie Warnick, MEC: Senator Mark Plaughter, WO: Senator Stephanie Dupal, CSFC: Senator Nicole Evans
- Special Committee on Inclusion and Opportunity (SCIO). Senate created this group for the Senate's information gathering role but did not include specifics about membership. Senate Parliamentarian Aldous McCrory said the committee will gather information that already exists, bring it together, and present it to the Senate as a report on the state of diversity, equity, and inclusion at NOVA. Senate can use the information to make recommendations to the President.
 - i. Should membership be at-large? By campus?
 - ii. Senator Beth Lanthier asked if it is limited to Senators only or could other forum members or non-forum members? Senate Chair Donna Minnich said that this is a Special Committee of the Senate and was created in response to Dr. Kress's charge to the Senate so she would recommend that only Senators be on the committee. Senator Lanthier noted that the committee may be able to include those with special interests or talents if membership is opened to others. Senator Manori Nadesalingam said that others may be interested and have thoughts. Senator Nicole Evans agreed with Senate Chair Donna Minnich so group can take a more meta view. Senator Karen Doheney said that the ATD Core Team adds specialized voices and socializes ideas to smaller groups. Committee should be made of Senators who then poll campuses.
 - iii. Senator Chris Hafen said that what the committee stands for should be reflected in the committee's makeup.
 - iv. Senate Chair Donna Minnich made a MOTION that the membership of the SCIO shall be made up exclusively of members from the College Senate. MOTION was seconded.
 - 1. Amendment to the MOTION: ... to include at least one representative from each Forum Council.
 - 2. No discussion. Vote on Chat. Passes.
 - v. Filling committee now? Need to fill soon so group can get started. Senator Elizabeth Lanthier suggested taking a week as some Senators were missing. Forums should send names to Senate Chair Donna Minnich by August 27.

VI. Lapel pins. Senate Chair Donna Minnich would like ideas to increase the Senate's visibility. Label pins were discussed in the past. Senator Katherine Hitchcock noted that there are no Student Life activities going on and not supposed to spend money

on swag right now. Senator Jack Lechelt said that we should save money now and the idea can be considered when we are meeting in person but our long-term goal should be more swag to advertise. Senator Kristi Balbuena said that this is not the year as the college is letting people go. Senator Nicole Evans suggested that we could encourage Senators to add a line to their email signature. Senator Kristi Balbuena suggested that we could get a logo/template so the signature blocks are uniform. Senator Julie Combs said it should also include other Forum members, not just Senators. Senator Nicole Evans volunteered to reach out to the Communications and Design Team to present at the next meeting. Senator Stephanie Dupal suggested something simple and graphically clean.

VII. Committee on Committees. Senate Chair Donna Minnich said that some positions remain open and additional info is needed for some of those positions. She is waiting for clarification about changes to committees and membership. But we want to encourage people to participate in college-wide, campus, and ad-hoc committees.

MOTION to **Adjourn** passed at 2:12 pm.

NEXT MEETING: Thursday, September 17 at 1 PM via Zoom.