

Northern Virginia Community College Senate  
Meeting Minutes

2/25/2021 (2/17 meeting postponed due to snow)

Meeting conducted on ZOOM

Attending: Kristin Balbuena, Breana Bayraktar, Mike Blackwell, Felicia Blakeney, Barbara Canfield, Kristen Riddick (proxy for Rebecca Carrier), Julie Combs, Kerry Cotter, Santwana Das, Kathleen Deal, Karen Doheney, Cari Dresser, Stephanie Dupal, Joan Ehrlich, Nicole Evan, Andrew Goldstein, Stephanie Harm, Katherine Hitchcock, Trish Kurban, Elizabeth Lanthier, Jack Lechelt, Rakene Lee, Aldous McCrory, Marina McGraw, Beatrice McKeithen, Donna Minnich, Chris Slevin (proxy for Mary Moseley), Manori Nadesalingam, Marilyn Odaka, Mark Plaughter, Mike Polcen, Rachna Prakash, Nicole Reaves, Regina Sanders, Maxine Toliver, Ashlie Warnick, Chevella Wilson, Ghul Zadran

Absent: Teba Aljumali, Chris Hafen, Tykesha Myrick, Negin Noorzada, Diyora Shodmonova, Sarah Youssef

Guest: Charlie Errico, Jack Legeer

- I. Senate Chair Donna Minnich called the meeting to order at 1:00 PM. Roll taken.
- II. January Senate minutes approved.
- III. Old Business
  1. Student Senators as non-voting members – tabled from January meeting.
    - i. Senator Dresser made a motion to discuss the issue. Senator Balbuena seconded. Senator Lanthier asked what the reason would be to keep students from having a vote. Senator Dresser believes it is valid for them to have a vote; validates their feelings, experiences, and opinions. Senator Lanthier said they are called Senators and should be allowed to vote like other Senators. Senator Canfield asked if the later agenda item about Dr. Kress’s memo relates to this. Parliamentarian McCrory said that student Senators have a vote under the Constitution. Senator Hitchcock said there are four decision-making bodies at the college: Admin Council, the Board, the Senate, and SGA. Senator Blakeney said this issue has been tabled and should be addressed.
    - ii. Senator Blakeney made a motion that students’ status as Senators should remain unchanged. Seconded by Senator Dupal. Senator Bayraktar asked if a committee has been formed in response to Dr. Kress’s memo. No further discussion of the motion. Passes by Voice Vote.
  2. Constitutional Amendments – Constitution Committee
    - i. Parliamentarian McCrory moved to open discussion. Senator Blakeney seconded. Amendments were previously shared with Senators and

Forums and shared on screen during the meeting. Parliamentarian McCrory thanked the committee for their work. Explained that the explanatory notes were to help Senators and Forums understand the effect and reasoning for the proposed changes.

- ii. Amendment 1. Defines vacancy. Concern about how certain positions are described. Concern about quorum if members not present vs. vacant positions.
  1. Senator Lanthier asked about the status of “coordinators”
  2. Senator Balbuena said that it could be rearranged to make it clearer.
  3. Senator McKeithen said that people don’t know where they fit in the structure.
  4. Senator Balbuena said that Associate Deans are treated as Administrative Faculty for purposes of the Senate.
  5. Secretary Warnick said that the plain language of the Constitution explains what job titles are considered Administrative Faculty. Senator Canfield said that there was a concern about the number of administrative faculty on campuses.
  6. Senator McKeithen said that the Senate’s designations should align with HR’s. Motion to align Constitutional classifications with HR classifications. Seconded by Senator Blakeney. Senator Bayraktar said this will undo what the Senate did last year. Request for clarification of motion. Senator Polcen said that Associate Deans do administrative work. Senator McKeithen withdrew the motion.
- iii. Amendment 2. Clarification of “up to two” adjunct faculty. College Staff Forum Council has no student members while Campus Forum Councils have 4 student members and 2 Senators. Amendment allows CSFC to convert 2 student Senate positions to 2 Classified Staff positions.
  1. Senator Blakeney said that many college staff employees are still on campuses. How will the reorganization affect this?
  2. Amendment removes “(as available)” since vacant seats under Amendment 1 would not affect quorum.
  3. Alternates. Currently no alternates allowed for Presidential Appointees. Allow President to appoint alternates.
- iv. Amendment 3. Remove restrictions on adjunct faculty becoming eligible for Senate membership as Presidential Appointee. Explains the circumstances where adjunct faculty can be appointed – 1 credit hour when appointed and eligible for entire organizational year.
- v. Amendment 4. Clarification of elections for Teaching/Professional Faculty to mirror the language for Administrative Faculty and Classified

Staff. Reflects current practice. Explains student representative selection process. Senator Balbuena suggested replacing “Dean of Students” with “Dean of Student Success.”

- vi. Amendment 5. College Staff Forum Council make up to shift students slots to classified staff slots.
  1. Senator Balbuena said that we need to see how the numbers have changed due to the reorganization. Senator Evans said that the reorganization is actively happening and additional changes may happen. Can we make an exception for the 2021-2022 Senate/Forum Councils until next year? Then make adjustments? Senator Blakeney asked if accreditation looks at our governance structure. Senate Chair Minnich said that she believes that the accreditation body does look at governance. Parliamentarian McCrory said that he was asked about the reorganization last month but, without specifics, it is hard for the Senate to make changes to its make up. He believes it is appropriate for the Senate to maintain the status quo. He suggested that the Senate form a committee to make recommendations in light of the reorganization. Senator Balbuena asked if the Personnel Services Committee was consulted about the reorganization.
  2. Senator Balbuena made a motion for the Senate to request information on the number of people in each classification who were lost per campus and gained at the College Staff level. Motion seconded by Senator Lechelt. Parliamentarian McCrory asked Senate Chair Minnich how fast we can get that information. Chair Minnich didn’t know how long it would take. Parliamentarian McCrory asked if there were no changes, what would happen? Senator Balbuena said that IT faculty would have no representation on a Forum or on Senate. Parliamentarian McCrory said that if no information is available, would the status quo or the proposed change give them representation? Senator Balbuena said that the proposed change was better than not making the change as the amendment would increase classified staff representation.
  3. Senator Combs said that she was elected to a 2-year term for Loudoun but, due to the reorganization, she has been moved to College Staff. So, either way, there will be an upheaval. There may not be enough open seats on the College Staff Forum.
  4. Senate Chair Minnich asked what a “timely manner” to get the information would be. Senator Plaugher said that we need clarification for those affected. Senator Evans acknowledged the

frustration but would appreciate being able to look at the larger picture of the data. 2 weeks seems fair. Being able to look at the bigger picture will help. Senator Canfield asked if we could adopt a stop-gap measure: folks who serve in a campus role but who were moved to College Staff could still serve on their campus forum? Senator Blakeney pointed out that Spring Break is in 2 weeks. She noted that anyone who reports to a VP is college staff. Senator Balbuena said that allowing college staff who sit on a campus to serve on a campus forum council would require a change to the Constitution.

5. Senate Parliamentarian McCrory asked Senator Balbuena to table her motion so the Senate could suspend the rules to discuss how to deal with the reorganization. Senate Parliamentarian moved to table the Motion. Seconded by Senator Evans. Passed by voice vote.
  6. Senate Parliamentarian McCrory moved to suspend the rules to discuss a later agenda item: New Business: Elections and Credentials Committee recommendation re: reorganization and forum membership. Motion was seconded by Senator Balbuena.
- vii. Election and Credentials Committee Recommendation (and related Annandale request).
1. Senator Odaka (chair of Elections and Credentials Committee) noted that the Senate Bylaws say that a Senator who moves to a new position on a different campus or to College Staff must resign. If the Senate does not make an exception due to the reorganization, this would be unfair to those duly elected and there may not be a position for them to move in to. Senator Odaka made a motion to allow those affected by the reorganization to fulfil their remaining term on their current forum. This would give the Senate time to review the restructuring and the ratios before the next academic year.
  2. Parliamentarian McCrory provided his interpretation of the bylaws if a Senator moves from one job to another. The college has changed the positions but the Senator has not. Reorganization does not necessitate reassigning. Senator Odaka said that those affected are being moved to College Staff. Senate Parliamentarian McCrory said that the Senator has not left one position for another. No Senator has made a move. Senator Balbuena said that “moves” may not mean by choice. Some staff have been given new positions and new titles. Senate Parliamentarian McCrory said that since the Senate doesn’t have

all the information, he doesn't believe the Senate should make any moves. Senator Odaka said that the issue of what council people should run for still remains. Motion is to serve on their remaining term where they are. Senate Parliamentarian McCrory said that those affected can finish their term because, even though HR lines have changed, their physical positions haven't. The Senate can reevaluate and make changes, if necessary, before the next election. Senator Ehrlich asked if there are people who don't know if they are college staff or campus-based? Senator Odaka explained that there are people who are sitting on their campus forum council who work on that campus but who are now college staff. The question is whether they can stay on their campus forum council. It is confusing for forums and for Senate. Senator Plaugher said that he serves on the MEC Campus Forum Council but was moved to College Staff. Can he finish his term or does he have to run for a spot on the College Staff forum?

3. Senator Evans said there is concern about under-represented groups. Senate Parliamentarian McCrory said that if the Senate makes changes or not, does that fix the problem of under-representation? In the immediate term, is representation better addressed with current constitution or marginally better with the proposed changes? The changes to the Constitution won't go into effect until after the 3/31 election.
4. Senator Combs said that she is at the end of her 2-year term on the Loudoun Campus Forum Council but her position has been moved to College Staff. Should she run for Loudoun Forum or College Staff Forum? Those affected are not sure where to go. Senate Parliamentarian McCrory said that Senators whose terms have not ended (they are in the middle of their term) and who were affected by the reorganization could complete their term on their current forum but anyone running for a new term should run based on their classification at the time of the election.
5. Senator Blakeney called the question but there is no motion on the floor. Senate Parliamentarian McCrory ruled that voting Senators who were elected and who have not changed positions but whose classification was changed by the College would not be required to resign their positions and could complete their term. Those running for new terms should run based on their classification at the time of the election. Senator Odaka said that membership ratios suggests that members whose term is ending should stay on their campus forum. Senate Parliamentarian

McCrary presented a hypothetical: A librarian on the Manassas campus could serve on the Manassas forum council before the restructuring but now is college staff. The librarian didn't change positions or move to a new job so they can complete their term. But there is no basis for allowing them to run for a new term on the Manassas Forum Council if they are no longer campus-based.

6. Senator Ehrlich asked what prevents a special election? Senate Parliamentarian McCrary said that special elections are held to fill vacancies, such as when someone resigns. The librarian in this hypothetical did not move to a new position; doesn't change the status under which they were elected.
  7. Senator Odaka verified that, for the purposes of the upcoming election, existing members may fulfill their terms and those running for forum positions, either as new members or for re-election, should run under their current classification.
  8. Senator Blakeney asked if this move was aligned with our accreditation. Senate Parliamentarian McCrary said it was because it was based on the Parliamentarian's interpretation of the constitution which the Senate could overrule.
  9. Senate returned to regular order
- viii. Amendment 5 continued. Senator Combs moved to remove the previous motion from the table. Senator Evans seconded. Approved by voice vote.
1. Senator Balbuena's motion: Senate requests information about how many in each classification were lost from each campus and how many moved to college-wide. No discussion. Passed by voice vote.
  2. Student appointment to Senate by 9/12. This was done because end-of-semester (April) deadlines may be harder for students. Student organizations may choose their leaders later. Amendment removes reference to organizational year and alternates are to be reported to the Chair and the Secretary.
- ix. Amendment 6 changes the number of missed meetings allowed before a Senator is removed from Senate from 3 to 2. Only 6 meetings are required by the Constitution.
- x. Amendment 7. Vacancies do not count for the Senate's quorum. Senate meetings can be by any means that allows communication and deliberation.
- xi. Amendment 8. Vacancies do not count for a Forum's quorum. Meetings permitted by any means that allows communication and deliberation.

- xii. Amendment 9. Amends the bylaws to state that Senators who are more than 30 minutes late to a Senate meeting are considered absent from that meeting.
  - xiii. Amendment 10. Not a recommendation of the committee. The committee discussed it but there was insufficient time to review it. Removes term limits for Forum and Senate. The committee wanted to encourage as much participation and involvement as possible. Term limits restrict active, committed members who want to serve.
  - xiv. Senate Parliamentarian McCrory moved that the Senate approve the proposed amendments as read. Senate Secretary Warnick seconded.
    - 1. Senator Balbuena raised the 10<sup>th</sup> Amendment (term limits). College staff positions will be coveted due to the reorganization. Senator Evans agreed with Senator Balbuena.
    - 2. Senator Polcen asked about procedure. Are the amendments to be adopted individually or as a slate? Senate Parliamentarian McCrory said that, even if the Senate approves the amendments today, they must be approved by 4 forums to take effect. The Forum Councils can consider the amendments individually. To be adopted, an amendment must get a 2/3 vote in 4 of the forums.
  - xv. Senate Parliamentarian McCrory withdrew motion.
  - xvi. Senate Parliamentarian McCrory moved that the Senate approve Amendments 1-9. Seconded by Senator Balbuena. No discussion. Motion passed by voice vote with no opposition.
  - xvii. Amendment 10 dies without a motion.
3. Updates.
- i. Advising Model. Dr. Chad Knights said that he will have a response by the end of the month.
  - ii. MA request re: office hours tabled from previous meeting. Motion to table by Senator Doheney. Seconded. Passed by voice vote.
  - iii. ISSC recommendation re: course formats. Senate Chair Minnich made a motion to table until the March meeting. Senator Lanthier seconded. Passes by voice vote.
  - iv. Senator Doheney moved to table the SCIO Report until the March meeting. Seconded by Senator McCrory. Passed by voice vote.
4. Charlie Errico, Chancellor's Faculty Advisory Committee Updates.
- i. Working on tuition-free courses for faculty and staff, dependents, and spouses.
  - ii. Revising clinical work hours
  - iii. Statement in response to January 6. College asked to make a statement on what is going on in our country. Dr. Errico drafted statement for

NOVA and other VCCS colleges. Statement states that we are opposed to violence and support free elections.

1. Revisions: change language to be clear that NOVA's Senate is a College Senate, not a Faculty Senate. This statement should be from all, not just faculty.
5. Senator Bayraktar raised an agenda item from Woodbridge regarding Dr. Kress's memo about Senate representation. Is a committee being formed? Senate Chair Minnich said that she could send an email to Senators seeking volunteers. Senate Parliamentarian McCrory said he is concerned about responding to Dr. Kress's memo as the Senate should protect its independence. There has to be a measure of separation between the Senate and the College President. Dr. Kress stated in a previous meeting that the Senate should not want the College President deciding the Senate's composition. Senator McCrory stated that he is concerned about the precedent this could set. Senator Bayraktar said she has no issue with not forming a committee. Senator Balbuena asked when the Senate voted to ask Dr. Kress to weigh in on the issue. Senate Chair Minnich made a motion that the Senate not convene a committee and, instead, create a statement in response to Dr. Kress about the Senate's independence. Senate Parliamentarian McCrory seconded. Motion passed by voice vote.
  6. Return to discussion of Dr. Errico's statement
    - i. Senator Lechelt said that the coup attempt in response to a free and fair election was painful to see but concerned about phrase, "providing safe haven for students." Ideas are challenged in college. We welcome all ideas. Dr. Errico said that the intent was that NOVA is a safe haven with respect to differences in gender, race, ethnicity, sexual orientation. Our campuses are a fair field with no favors. No prejudices or preconceptions. Senator Lanthier said she supports the spirit but has reservations about "safe haven." What are they being kept safe from? They will hear ideas they disagree with. Senate Secretary Warnick suggested "inclusive environment." Dr. Errico said that the change does not distract from the statement and he is fine with the making the change.
    - ii. Senate Chair Minnich said that the statement should change "faculty support" to "College Senate supports." Dr. Errico supports that change.
    - iii. Senator Lechelt suggested adding "political affiliation."
    - iv. Dr. Errico said that the statement shows where our sentiments, value, and character lie.
    - v. Senate Parliamentarian McCrory suggested changing "Virginia's community college faculty" to "the Northern Virginia Community College Senate"

vi. Senate Chair Minnich moved that the Senate adopt the statement as amended. Senator Lechelt seconded. Passed by voice vote.

IV. Senate Chair Minnich moved to adjourn the meeting. Seconded by Senator Balbuena. Meeting adjourned at 3:38 pm.

NEXT MEETING: Thursday, March 18 at 1 PM via Zoom.