

Alexandria Campus Forum Council

Minutes

September 22, 2017

Present: Ivy Beringer, Nicole Cintas, Margaret Emblom-Callahan, Matthew Fox (Chair, 2017-2018), Bethlehem Getaneh, Janet Giannotti, Pat Gordon, Annette Haggray, Lucy Holsonbake, Twyla Jones, Jack Lechelt, Kevin Pace, Pablo Ramos, Kirstin Riddick, Matthew Todd, Mike Waguespack

Phoned in: Kelly Hebron, John Sound

Guest: Katie Hoskins

I. Call to Order 1:00 p.m.; Forum Chair Matt Fox presiding.

II. Immediate New Business: Membership Updates

- A. Matt Fox introduced two new student members, Bethlehem Getaneh, SGA vice-president, and Pablo Ramos, SGA president.
- B. Matt announced that Ivy Beringer had been appointed by the Provost to fill the Admin Faculty position vacated by Frances Villagran-Glover. She will serve the remaining year of Frances's two-year term. A motion was made and seconded to accept this appointment. It was approved by a voice vote.
- C. Matt announced that Lucy Holsonbake had been invited to fill the Faculty position vacated by Alka Gandhi. She will serve Alka's entire two-year term. Consideration was given to the fact that Lucy's name appeared on the ballot last spring. A motion was made and seconded to accept this appointment. It was approved by a voice vote.
- D. Mike Waguespack attended the Sept. 21 Senate meeting as the alternate, filling in for Alka. Kelly Hebron will take Alka's Senate seat for the 2017-2018 year. Mike is the Faculty alternate. Pat Gordon is the Classified Staff alternate. Ivy Beringer is the Admin Faculty alternate.

III. Updates and Reports

- A. Katie Hoskins gave an overview of Achieving the Dream (AtD) events for 2017-2018. Events upcoming this semester include the Human Library Project, Portraits of NOVA Students, Because it's Hard to Learn When You're Hungry, and Final Exam Jam and Stress relief Week. Upcoming in the Spring semester will be the MLK Day of Service, Comfort Cases, Student Voices, and other events. Katie also highlighted the successful events that have already concluded, including the School Supply Drive, the Faculty Success Conference (which had 60+ participants), and Student Success Week.

Katie pointed out that it is easy to access the AtD calendar of events through our Alexandria Campus Digital Tote Resources.

- B. Janet Giannotti reported on a project that she is undertaking with Anne Anderson to update, refresh, and move the plaques that recognize the winners of the Jean C. Netherton Award, which is the campus award that is presented by the Forum Council. Possible

locations are near AA 196 or on the second floor of the AA Building near the Provost Office. Council members were urged to contact Janet or Anne with ideas on design and placement. They will explore some designs and costs and report again at the October meeting.

Dr. Haggray asked about how to honor all of the members of the campus community who receive awards throughout their tenure.

The issue of a campus-wide awards committee, separate from the Forum Council (which handles the Netherton and puts forward names for Rewards & Recognition) was raised. The memo that the Council had sent to the Provost Staff last year was discussed.

- C. Matt Todd and Mike Waguespack reported on the previous day's Senate meeting. Matt congratulated Maggie Emblom-Callahan on her re-election as Senate chair. He then announced that the Senate is creating a faculty advisory committee that will meet periodically with Dr. Ralls. John Sound volunteered to represent the Alexandria Campus on the committee. A motion was made and seconded to put John's name forward. It was approved with a voice vote.

Mike gave other Senate updates, including the creation of an ad-hoc committee to discuss how to best disseminate Senate information via the web. Kirstin Riddick is on the committee.

Mike also reported that Jill Caporale was elected Senate vice chair, that the ad-hoc transportation committee is continuing its work, that more members are needed for the multi-year appointment committee, and that all College policies will be housed in one place on our website going forward. It was also noted that the Annandale Forum Council would like more interaction with the Councils from the other campuses.

- D. Dr. Haggray informed the Council that there is plan to dedicate AA 196 to former Provost Barbara Wyles. The College Board will vote on the proposal in November.
- E. Matt Fox updated the Council on the Helping Hands program. He shared the updated application, which was finalized over the summer. He noted that the process for awarding funds has been smooth so far. The application requires the signature of the Provost and the Chair of the Forum Council. It was decided that if either one is not available, an Administrative Faculty member could sign for the Provost, and any other Council member could sign for the Chair.

The question of sustaining the funds will be addressed this year, as last year was given to working out the purpose for the fund and the procedure for requesting and awarding funds. A simple way to support the fund is through payroll deduction. Lucy Holsonbake volunteered to provide instructions for faculty and staff on how to do that. It was also noted that on the NVCC Educational Foundation website, Alexandria Campus Helping Hands now appears in the drop-down menu.

Other ways to sustain the fund were also discussed, from an event like the “Souper Bowl” that was held in past years to raffles and auctions. Events not only raise funds but also raise awareness and build community.

A question was asked regarding using Helping Hands funds for textbooks. Last year’s Council had made the decision that students who are in need have other sources of support for textbooks, including using them on reserve in the library.

Lucy and Pat Gordon volunteered to put together an information sheet on other sources of emergency aid that student might tap into in addition to Helping Hands, such as the Gurel fund.

- F. Matt Fox updated the Council on the status of directional signs. They will be updated once a few offices are relocated. He also noted the clear signs directing students to free parking for evening classes.

IV. Other New Business

- A. Jack Lechelt reported on the work of the Personnel Services committee. Kristy Balbuena is the chair of the PSC. Jack reported that the PSC is looking into asking for funds to pay adjuncts to do MOAT and other required trainings. Maggie urged Jack to have the PSC work through the Senate.
- B. Nicole Cintas reported that new policies and procedures are in place that must be followed when students start clubs. Some of the procedures seem prohibitive, especially in a community college environment. Faculty members who advise student clubs would like to see a more streamlined process. It was decided that we will invite a representative from Student Life to attend our October meeting to join the discussion.
- C. John Sound raised the issue of the cost of transcripts. This issue was tabled until the October meeting.

V. Announcements

- A. Bethlehem Getaneh and Pablo Ramos announced that the SGA meets every other Monday from 3 to 4 in AA 196. They encouraged faculty and staff to attend.
- B. The Women Helping Women group, led by Jill Biden, will be sponsoring a visit by the GW Mammovan on October 3 for Breast Cancer Awareness Month.

VI. Adjourned at 3:10

Respectfully submitted,
Janet Giannotti
Alexandria Campus Forum Council Recording Secretary