

Alexandria Campus Forum Council
Minutes
September 21, 2018

Members Present: Azza Ahmed, Ivy Beringer, Nicole Cintas, Janet Giannotti (Chair), Pat Gordon, Kelly Hebron, Twyla Jones, Jack Lechelt, Mike Waguespack

I. Call to order. The meeting was called to order at 12:40 after the group was convened by Dr. Jim McClellan, Dean of LASS. Dr. McClellan gave the group their charge and conducted an election. Janet Giannotti was elected Chair for 2018-2019.

II. New Business and Reports

A. Election of Vice Chair and Senators for 2018-2019. Nicole Cintas will serve as Vice Chair. Chair Janet Giannotti will also serve as secretary.

At the Sept. 20 meeting of the College Senate, Councils were asked to conduct new elections for Senators. The results of this election are: Ivy Beringer (AF), Pat Gordon (CS), Janet Giannotti, Kelly Hebron, and Mike Waguespack (TF).

B. Plans to invite students and adjuncts to join Forum Council for 2018 – 2019. Janet will reach out to SGA chair Bethlehem Getaneh, to Jackie Artis, and possibly to Phi Theta Kappa president Said El Hamdani to invite student members. She will reach out to Netherton winners and Associate Deans for an adjunct representative.

C. Report from September 20 College Senate. Janet reviewed topics of discussion from the previous day's Senate meeting. Senate Chair is Lisa Stelle (LO). Agenda items included a welcome from Dr. Ralls, an update on the soft launch of the Advance program, the need to hold new elections as noted above, a recap of the new Rewards and Recognition program for Classified Staff, a request from Personnel Services Committee to have the new advising plan reviewed by that committee and Senate, and a short discussion of the need for a representative to the Faculty Senate of Virginia.

D. Request from LASS faculty member regarding a crosswalk. A faculty member noted that it is difficult to cross from Parking Lot A-2 into Bisdorf and requested that a striped crosswalk be installed. Council members noted that there is a crosswalk about 10 feet up the road, so the requester will be informed that we have not forwarded the request. However, in discussing this request other issues surfaced, such as how to accommodate Uber drop-offs safely and whether

signage is accurate. It was decided that Janet would reach out to Anil Manchanda and Kathy Clement to ask about the conduit for issues like these.

E. Plan for 2018-2019 Council Projects.

1. Helping Hands Program. Janet reviewed the recent history of the Helping Hands Program, beginning with the redesign of the program led by Alka Gandhi and Beth Lanthier in the 2016-2017 academic year. Some questions were raised concerning where Helping Hands fits into other emergency funds programs, what the lines of communications are, and how to move forward with fundraising. Janet will make an appointment to meet with Dr. Haggray to discuss plans for this year.

2. Faculty Rewards and Recognition Screening Committee. The Council each year screens nominations for Faculty Rewards and Recognition in the Spring Semester. Serving on that committee this year will be Mike, Nicole, Kelly, Jack, and Pat.

3. Netherton Awards. Three Council members will work on the Netherton Awards in 2019, from the call for nominations to coordinating the voting and arranging for plaques in August. They are Janet, Azza, and Twyla.

4. Other Projects. Lines of communication with the Campus were discussed. It was decided that an email be sent soon listing members with instructions on how to bring issues to the Council. Once minutes are approved, they will be sent to the Campus and posted on the website.

III. New business from the floor.

A. Azza brought up the issue of students being dropped for Financial Aid reasons and the trouble that causes for the student, office staff, and professors. Having clear instructions from Financial Aid and on first-day information could help. Janet will refer this issue to the Instructional and Student Services Committee.

B. Jack reported on some issues that the Personnel Services Committee has been working on, in addition to the issue that was brought to Senate. The issues include conflicting messages that Classified Staff receive regarding expectations that they will work from home when the College closes for a snow day, questions about Summer Session pay and why we received a letter regarding that, and classroom safety issues.

IV. Adjourned at 2:30 p.m.