

## Alexandria Campus Forum Council

### Minutes

November 30, 2018

**Members Present:** Ivy Beringer, Nicole Cintas, Vanessa Diaz, Janet Giannotti, Pat Gordon, M. Annette Haggray, Kelly Hebron, Twyla Jones, Mike Waguespack

**Called to order at 1:00.**

**I. Minutes of the October 19, 2018 meeting were approved.**

#### **II. Senate Report**

**A. Ad-hoc committee on FT Faculty Rewards and Recognition.** Mike Waguespack reported on the work of the committee. Recommended changes, which will need to be approved by a vote of all FT Faculty, include no self-nominations, nominees must be on a multi-year contract with the exception of associate instructors who need to be in at least 3<sup>rd</sup> year of assignment, nominations will continue to be anonymous, there will be four nomination domains, and there will be one common rubric used across campuses. There will no longer be gift cards for Recognition. Instead those funds will be turned over to the campuses to be used for a recognition event.

**B. President's Faculty Advisory Council.** Some members of the group met in November to discuss plans for the year. Several issues were discussed, including how the new administrative structure is working out and faculty compensation. Dr. Ralls attended for a short time and mentioned the need to work on OERs and mental health services. The meeting of PFAC with Dr. Ralls is scheduled for January 24.

#### **III. Helping Hands**

**A. Procedure.** Janet clarified that the procedure for approving grants includes having the Council chair sign off together with the Provost.

**B. Funds.** The Fund is getting low. \$150 will be moved into the Fund from the Judith L. Snyder Memorial Fund quarterly. Janet will send a request to the campus to donate money directly to the fund.

#### **IV. Financial Aid Drops**

**A. ISSC.** Vanessa Diaz reported that Joan Zander will attend the January meeting of the ISSC, at which time this issue can be raised.

**B. Concerns.** The Council reviewed the main points of concern, which include the problem of Thursday drops, which generally mean students are unable to access Blackboard through the weekend, lack of clarity on what students need to do to be re-enrolled, and a question about whether instructors can be notified when students are dropped so they can email them directly with assignments. It was noted that once students are dropped out of Blackboard they may lose instructor contact information.

## **V. Food on Campus**

**A. Euro Café.** Janet shared an email exchange between Director of Campus Operations Anil Manchanda and Edgar Fernandez, Food Services Operations. Mr. Manchanda passed along our concerns and added his own. Mr. Fernandez indicated that the “next dining services RFP will be going out some time in the first part of the new year and . . . [they] will help address the issues of variety, culinary expertise and sustainability.”

**B. Response from Senate.** At the Oct. 19 meeting, the Council voted to send the issue to the Senate as well as the Director of Operations. Senate chair reported that the Senate agenda is full and asked Janet to report on the issue as part of the Campus report.

**C. Food Pantry.** Janet suggested that the Council coordinate a food drive to stock the Alexandria Food Pantry with grab and go/ready to eat meals. We will partner with the MLK Day of Service on this initiative. Streamlining the process for picking up grab and go items was discussed. The Council will invite Sherri Anna Brown to a meeting to discuss.

## **VI. Saturday Services**

**A. Printing.** Mike reported that he spoke with Abid Mahmood about opening the Open Computer Center earlier, but he reported lack of sufficient staff to do that and higher traffic on the later side of Saturday.

## **VII. Student Groups Challenges**

**A. TV Monitors.** Students remain unclear about how to place announcements on monitors. It was noted that Art Lin has the standards that need to be followed when creating slides. It was suggested that perhaps Jackie Artis could be a liaison between Art and the student groups.

**B. Advisors.** Students express frustration that it is hard to find an advisor to accompany them to longer off-campus events. Perhaps cross-campus collaboration can help groups find advisors.

**VIII. Netherton Plaque.** With any luck, the plaque may be ready before the January 10 Campus Convocation. Janet noted that Anne Anderson and Kim Gross have been working diligently on this project.

## **IX. College Policies: Input for Working Group**

**A. Academic Integrity.** Various concerns about sanctions and policies regarding cheating on placement test were collected to be forwarded to the Policy Work Group.

**B. Programs Involving Minors.** Several notes about lack of detail and no mention of conduct were collected to be forwarded to the Policy Work Group.

**C. Dual Enrollment.** A general comment about lack of clarity was noted to be forwarded to the Policy Work Group.

**X. Threats, harassment, and bullying.** A concern brought to the attention of the Council by Jack Lechelt was tabled until the January meeting.