

Alexandria Campus Forum Council

Minutes

January 18, 2019

Members Present: Ivy Beringer, Vanessa Diaz, Janet Giannotti, Pat Gordon, M. Annette Haggray, Twyla Jones, Jack Lechelt, Mike Waguespack. **Guests:** Patricia Cooper, Kirstin Riddick

I. The meeting was called to order at 1:00 and minutes of the November meeting were approved.

II. Old Business and Reports

A. ISSC Updates. Vanessa Diaz gave a short update on the work of the ISSC. She reported that Joan Zander, Director of Financial and Administrative Services, had visited the ISSC meeting to address concerns about managing enrollment cancellations due to Financial Aid issues. She noted that cancellations are being managed better and that she is working with staff on how to coach students through completing their paperwork. She also noted only a small impact from the Federal Government shutdown. She also noted that students who are program placed in discontinued programs face difficulties with aid, and that NVRKs are often not submitted in a timely manner, which causes problems.

ISSC has also formed a subgroup that will be looking into offering BSK courses as other local public school systems have stopped offering similar courses.

B. Food Bank Drive and MLK Day of Service Update. Guests Patricia Cooper and Kirstin Riddick reported that the MLK Day of Service was expected to include more than 200 volunteers who will engage in six separate activities. Fox News was expected to come to cover the making of blankets with the Linus Project. Food items and other personal items were gathered from all of the campuses as well as Pender and Brault. These were to be sorted and used to stock all of the NOVA pantries.

Janet Giannotti noted that she hopes the Council can continue to work to make our Food Pantry a sustainable and easy-to-access part of the campus. She will confer with Sherri Anna Brown and Kirstin Riddick and add this item to a future Council agenda.

C. Senate Update. It was reported that several topics were addressed at the previous day's Senate meeting. They are summarized here; full details will be published in the Senate minutes.

- Input is requested on the 2020 Academic Calendar.
- The PFAC meet to discuss issues to be brought to the attention of President Ralls.

- The proposal for a Senate sub-committee made up of Classified Staff members is being sent to Forum Councils for comment.
- President Ralls visited the Senate and gave some general remarks and outlined the process for finding his replacement.
- Committees were formed to evaluate nominations for Classified Staff and Administrative / Professional Faculty Rewards programs. Pat Gordon (CS) will represent Alexandria on the CS committee, and Matt Todd (AF) will represent Alexandria on the A/P Faculty committee.
- Other Senate committees were discussed. Janet Giannotti will represent Alexandria on the Elections and Credentials Committee. The Committee on Committees will be formed at the February Senate meeting. The Alexandria Forum Council will have one or two representatives on that committee. Names must be submitted to the Senate by February 21.

D. Netherton Plaque update. Janet was pleased to report that the plaque is just about ready to be installed. It was presented at the January Campus Convocation, but was still lacking a permanent header plate. She reiterated what she said at the Convocation, that Anne Anderson and Kim Gross worked diligently to make this project a success. She also thanked Dr. Haggray and Anil Manchanda for their support.

E. PSC Update. Jack Lechelt gave a short update on the work of the PSC. He reported that the PSC had just voted on the recipients of next year's President's Sabbatical awards. There were quite a few proposals. Three names were sent to the President for approval.

The PSC continues to be concerned with the Advising Model, with its uneven rollout across the campuses. Frances Villagran-Glover will take the lead on this initiative and has been invited to the next meeting of the PSC.

Other issues that the PSC is concerned with this semester include classroom and workplace safety issues, including a code of conduct, a question about who among the non-teaching faculty and staff can attend PUP, and the question of who is considered an essential employee who must work on snow days.

III. New Business

A. Review of Spring Tasks for Forum Council

1. Teaching Faculty Rewards Committee: Mike Waguespack, Nicole Cintas, Kelly Hebron, Jack Lechelt, and Pat Gordon will screen nominations and forward names to the College-wide committee. It was expected that Teaching Faculty would vote soon on new rewards parameters.

2. Elections will be held in March for the 2019-2020 Forum Council. Several seats will need to be filled.]

3. Netherton Awards: The Netherton Sub-Committee for this year will be Janet Giannotti, Azza Ahmed, and Twyla Jones.

The following motion was made, seconded, and passed: Forum Council members will not nominate or write letters of support for Netherton Award candidates.

A timeline for the awards was agreed upon. It is contained as an appendix to these minutes.

The meeting was adjourned at 2:30.

APPENDIX:

Alexandria Forum Council
Jean C. Netherton Awards
Game Plan, 2018-2019 Awards

1. Plans for awards ceremony

Date: August 16, 2019

2. Timeline

February 22: Janet solicits nominations via an email from Marcus.

March 22: Due date for nominations

- Request nominations be sent, preferably one PDF per nominee, to Janet

March 26: Janet will attach all PDFs to one email and send to Forum Council

April 5, 12:30 p.m. Vote. Members unable to attend meeting should assign proxy

LATER (Summer)

1. Order Lucite award, work with Anne Anderson on plaque;
2. notify nominators, colleagues, supervisor; have them contact family and friends.
**Continue tradition of having Netherton Awards a surprise.
3. Create excerpts from nominations to read at ceremony.

AFTER CEREMONY: Possibly send write-up to NOVA Insider. Remember to get group picture.