

# NOVA ALEXANDRIA CAMPUS COUNCIL

## FRIDAY, FEBRUARY 20, 2015 MINUTES

Meeting was called to order at 12:40 PM

### IN ATTENDANCE:

- Angela Terry (TF) Chair, Matt Todd (AF), Vice Chair, Charles Pumpuni (TF), Secretary, Shanon Bobb (CL), Shirley Delgado (CL), Maggie Emblom-Callahan (TF), Ruth Takushi (TF), Frances Villagran Glover (AF), Annie Birge (SGA), Ashley Grinberg (SGA)

### GUEST SPEAKERS:

Trace Main and Anil Manchada

### APPROVAL OF JANUARY MINUTES:

Minutes was approved following a name correction

### SENATE UPDATE:

**FY 2016 Budget Planning** – 52% of NVCC budget is from Virginia state assembly and 42% from student tuition.

**ELI Compensation** – Personnel Services Committee (PSC) submitted a proposal that seeks to replace the compensation scheme (a pro-rated amount paid for an ELI class) with the same compensation rate for a traditional classroom course. The senate decided to send the proposal back to PSC, and appointed four senators to work with PSC on additional research on the proposal.

**Presidential Search** – The council appointed the following individuals as college constituency representatives to meet with the candidates for President of NVCC; viz, Ruth Takushi, Shanon Bobb, Frances Villagran Glover, Ann-Marie Anderson, Charles Pumpuni, and (student name?)

### PROFESSIONAL DEVELOPMENT FUNDS:

Two guest speakers, Trace Main, Associate Director of Organizational Learning and Development for the college, and Anil Manchanda, Director of Campus Operations (for Alexandria) gave a presentation on funding sources and steps one takes to get professional development money. Trace Main started the conversation by presenting a flow chart (attached) that outlines how to request money for professional development. He pointed out that in a fiscal year, \$100K of professional development funds are spread among 6 campuses based on faculty allocation. Therefore, it was very important that faculty and staff work with a supervisor on the process of getting professional development support funds.

### Upcoming Council Meetings

Every third Friday (12:30-2pm)

Sept. 16

Oct. 17

Nov. 21

Jan. 16

Feb. 20

Mar. 20

Apr. 17

Apr. ? (this meeting confers the new council and elects officers)

### Upcoming Senate Meetings

Sept. 18

Oct. 16

Nov. 20

Jan. 15

Feb. 19

Mar. 19

Apr. 16

Apr. 23 (this meeting confers the new senate and elects officers)

### 2014-2015 AL Council Members

Angela Terry (TF), Chair

Matt Todd (AF), Vice Chair

Charles Pumpuni (TF), Secretary

Shanon Bobb (CL)

Emily Chiles (TF)

Shirley Delgado (CL)

Maggie Emblom-Callahan (TF)

Kevin Pace (TF)

Kirsten Riddick (CL)

Ruth Takushi (TF)

Frances Villagran Glover (AF)

Annie Birge (SGA)

Ashley Grinberg (SGA)

**NOVA**

**Northern Virginia  
Community College**

Alexandria Campus

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Anil Manchanda followed up on the conversation by emphasizing that the fiscal year for disbursement of funds was from July 1st to June 30th. Professional development funds have to be spent / disbursed by June 30th. Anil also talked about two forms that had to be completed; form A covers registration and lodging funds, and form B which deals with transportation and meals. Both forms will go through Anil's office. There was also a discussion for a need for training on Chrome River since it is the system that has been set up for reimbursement of professional development activities.

## **REWARDS / RECOGNITION COMMITTEE UPDATE:**

The committee has started the reviewing process and was looking forward to additional submissions.

## **JEAN NETHERTON AWARD:**

Matt Todd assumed the responsibility of sending out a call for nomination of faculty and staff for the award

## **COMMITTEE ON COMMITTEE CHAIR:**

We have to identify people to serve on college committees; Angela Terry will look into this

## **NEW BUSINESS:**

Matt Todd lamented the fact that when outside groups rent space on campus for activities, they do not usually provide clear instructions on meeting points/ places. College personnel (at the library or information desk) are unable to provide any help because they are unaware of these events. There is a need for some form of communication between Director of Campus Operation and appropriate college personnel who may be in a position to assist visitors with such events on campus

Campus council meeting was adjourned at 2:45 PM