

NORTHERN VIRGINIA COMMUNITY COLLEGE
LOUDOUN CAMPUS

Revised - FORUM COUNCIL AGENDA

February 7, 2019

(Rescheduled from February 1 due to weather closure; some representatives unable to attend due to the date change)

1:00 – 2:00pm

Location Provost's Large Conference Room LR 252

Attendees: Lisa Fitzpatrick, Chrystie Greges, Jenny Horton, Lisa Stelle, Will Straight, Lucy Weber, Debbie Wyne, Jack Zegeer

Absent: Hashem Anwari, Lana-Rabiha M. Barmawi

Guest: Sally Wrenn

- I. **Welcome** – Meeting called to order at 1:01 PM.
- II. **Review and approval of December 2018 Minutes that were sent by email** – minutes were approved.
- III. **Senate Update** – Updates from Senate were discussed as part of several of the following agenda items.
- IV. **Introduction of Student Member to Loudoun Campus Council:**

Lana-Rabiha M. Barmawi has been recommended by Debbie Wyne as a student representative. She was not able to attend today's meeting but plans to attend in the future.

- V. **Guest Sally Wren to discuss LR move:**

Sally Wrenn shared that the village to house offices during the LR renovation has been designed, and work is underway at the site on Logan Way. However, the permit to install trailers has not yet been obtained. Once the permit is obtained, the phased move into trailers would occur within 5 weeks at the earliest, which will likely be towards the end of March. A map of the village was distributed, which showed two sections with boardwalks between pods. Multiple trailers form a pod and there will be approximately 8 pods. To help direct students and visitors, maps on campus will be updated, including large maps and handouts. The welcome desk in LR will be moved to LW. There will be a shuttle stop near the village. In about a year there will be a small parking lot adjacent to the village, but until then faculty and staff in the village will park in the Science and North lots. Some of the "A" spots near LR/LC will be moved to accommodate the shift. Faculty and staff who are moving

will receive packages with boxes and packing instructions about a month in advance. Sally Wrenn will meet with everyone to determine individual move plans and timelines.

It was brought to Sally's attention that the cutout for wheelchair and pullover access near the Science building has not yet been created. She made note to complete this plan.

VI. **Old Business:**

- a) Representative to Senate from LO regarding Lisa Stelle as Senate Chair – to be addressed at the next Senate meeting.
- b) One-way traffic in B2 lot across from LW – the size of directional arrows has been addressed and pricing commenced in December.
- c) Loudoun Campus Metro Shuttle – hours have officially been extended.
- c.) Faculty safety situations – tabled until next month.

VII. **New Business:**

- a.) Review of Classified Staff Advisory Committee Proposal Sent by email – LOFC discussed the intersection of interests and work of PFAC and CFAC, with the work of Personnel Services Committee and other existing channels of College governance, and whether efforts of new committees may be unnecessarily duplicative. There was discussion on improving education regarding College governance as part of onboarding processes. One of the original authors of the Senate Constitution will be speaking at the next Senate meeting and may be able to provide additional relevant information.
- b.) Senate Committee on Committees / CoC needs one or two names proposed by Forum Council – Chrystie Greges volunteered.
- c.) Review of upcoming open spots on Forum Council for March Campus vote on new members. Discuss Promotion and Awareness of Forum Council and participation by Loudoun Campus Members – Lisa Fitzpatrick and Lisa Stelle will meet and confirm who is due to rotate off LOFC and who is eligible for reelection.
- d.) Teaching Faculty Reward & Recognition Committee – the group discussed the suggestion that LOFC comprise the campus committee, which is how some other campuses populate their respective Teaching Faculty Reward and Recognition Committees. According to the Senate Constitution, campus Forum Councils are responsible for appointing the committee with 2 teaching faculty members from each division, a representative from Student Services, and an Academic Dean or Academic Associate Dean. This composition mimics the makeup of Forum Council, so it is logical to

use Forum Council members for the committee. A potential drawback is that members of the committee are ineligible for Teaching Faculty reward or recognition while serving. Committee members will review campus nominations with a rubric. The committee only has to meet once to discuss rubric scores in order to determine the nominations they would like to move forward to the College committee. The call for nominations should go out next week and be open until mid to late March. There has to be a campus Chair to the committee, and the Chair serves on the College-wide committee that determines the recipients of reward and recognition. LOFC approved the idea. Jenny Horton volunteered to chair.

e.) Supporting First Generation College Students – tabled.

f.) Campus Safety – Update on Summit held in November with College Deans – tabled.

VIII. **Meeting Adjourn: 2:03 PM**

**Next Meeting is Friday March 1, 2019 12:00pm – 1:00 pm
LR 252 Provost's Large Conference Room**