

Forum Council Meeting Minutes September 8, 2016

Attendees: Lisa Stelle, Nelson Kofie, Jenny Horton, Mike Polcen, Tim Eichers, Nathan Arthur, Mary Frances Vito, Tina Gafurova (SGA), Sarah Kouadio (SGA), Pablo Urioste (SGA), Trevo Maco (SGA)

Absent: Miguel Corrigan, Ty McHellen, Nick Sborz, Deborah Wyne

- Meeting called to order at 2:05 p.m.
- Last meeting minutes unavailable for review
- Introductions by all in attendance were made
- Nominations for Officers and Senate Representatives were made and accepted:
 - Chair, Lisa Stelle, Associate Dean, Communications & Human Studies
 - Vice-Chairs, Tim Eichers and Mike Polcen
 - Secretary, Mary Frances Vito
 - Jenny Horton, Classified Staff, Senate Representative
 - Mike Polcen, Teaching Faculty, Senate Representative
 - Nelson Kofie, Teaching Faculty, Senate Representative
 - Lisa Stelle, Associate Dean, Senate Representative
 - Debbie Wyne, Dean of Students, Alternate Senate Representative
 - Tim Eichers, Alternate Senate Representative
- Meeting with Dr. Julia Leidig, Provost
 - Tim Eichers met with the Provost on August 25th. They discussed various items, including:
 - The Provost was concerned that the Loudoun Campus was not well represented on the faculty senate last year; we need to make sure our voice is heard, so it is important that we have a representative at each of the Senate meetings.
 - The Provost would like to be invited to the Forum Council meetings even if she can only attend for a few minutes
 - The Provost would like to meet on a regular basis with the Chair and Vice-Chair
 - Tim Eichers mentioned that everyone should try and read the Strategic Plan that was sent out by Dr. Ralls a few weeks ago as it stresses that the Community College is the gateway path to the American Dream. The SGA representatives indicated an interest in reading the report as well.
 - Once students get into college they take classes that either lead them to earning a certificate in order to get work or a degree to transfer to a four-year college.
 - We need to be the pathway.
- Bridget Pool submitted an agenda item regarding the free parking that begins at 4 p.m. on the NOVA campuses. She is concerned that since one of her classes begins at 4 p.m. that students who park by 3:50 in order to get to class on time may end up getting a ticket. The discussion consisted of trying to see if the Business Office could stop having the parking

personnel looking to administer tickets at 3:45 p.m. One of the SGA representatives indicated that the biggest complaint students have is having to pay for parking. Some of the other Forum Council members mentioned that the parking for four year colleges would be even higher. It was suggested that students pay to park at a meter when they first get here prior to their 4 p.m. class. We would need to check to see if meter parking is free after 4.

- Sally Wren and others submitted the agenda item to discuss the first day of class situation when both SIS and Blackboard went down; she suggested a need for “triage” or “FAQs” to hand out to the students in the future. During the discussion that followed it we heard that the main problem is the pipeline between NOVA and Richmond is not large enough to accommodate all of the SIS/BB traffic that occurs on the first day of classes at the VCCS colleges. Some members of the council were aware of backdoor ways to get into the SIS system but it was not clear if this is common knowledge. It was suggested that this issue be pushed up to the Senate Committee for discussion of either enlarging the pipeline or coming up with a back up plan.
- Tim Eichers wanted to table the agenda item dealing with the number of advisees assigned to faculty; however, a great deal of discussion went back and forth about the number of students assigned; how there wasn’t any way to account for how many students each faculty advisor had; how graduating students are not culled from an advisor’s list of advisee after graduating; reasons behind why a student would be assigned more than one faculty advisor when she hadn’t changed majors, etc. The main concern for faculty, in addition to the amount of students they are advising, are the numerous transfer questions posed by their advisees. It was suggested that the Transfer Advisors, Hugh Miller and Rita Snyder Furr be invited to some of the division meetings to discuss transfer issues, as well as to determine if there is a way to forward information to the faculty advisors regarding changes in requirements by the 4-year colleges, in particular GMU and Virginia Tech. It was mentioned that the Annandale Campus had a large transfer fair last year. The Loudoun Campus has a similar transfer fair in Spring, 2016. There will be more discussion on this in the future after it has been discussed in the Academic Divisions.

Action Items

- Mary Frances will email the Provost with the Officer and Senate Representative information
- Mary Frances will forward the Strategic Planning report to the SGA representatives who attended the meeting
- Mary Frances will meet with Mitch Markon, Business Manager, to discuss stopping ticketing at 3:50 p.m. when the college is open.

Next Meeting – Tuesday, October 18th at 12:30 in the Provost’s Large Conference Room.

Minutes respectfully submitted by Mary Frances Vito