ATTACHMENT
SECTION

Important NOVA announcements
and flyers are enclosed.

To read this week’s Intercom issue see:
http://www.nvcc.edu/pip/040210.pdf
Commencement is **Sunday, May 16, 2010** at the George Mason University Patriot Center at **2:00 p.m.** and **VOLUNTEERS** are needed to assist with various tasks.

Time commitment requested: approx 3-6 hours (12:00 – 6:00 p.m.)

The tasks that need volunteers are (but not limited to):

- Greeting the students, families and friends at specific entrances
- Handing out programs (at designated entrances]
- Assisting Faculty Marshals in the parking lot with the organization and line-up of students, and other needs that may arise
- Directing families and friends to their seats
- Assisting in the hospitality suite
- AND SO MUCH MORE!!!

**We REALLY appreciate your DEVOTION to this event. We THANK YOU ahead of time for volunteering your time!**

Please contact Claudia Chirinos at echirinos@nvcc.edu no later than **Friday, April 23**, if you would like to be part of the TEAM! During the first week of May, we plan to meet with all the volunteers to discuss duties, explain the procedures and answer any questions.

This is a wonderful opportunity to “lend a helping hand,” “pay it forward” and “give big” at the most important milestone of our students’ lives.
THE NOVA WOODBRIDGE THEATRE GROUP
& the Woodbridge Campus Theatre/Drama Club
present — a Studio Production:

All you "cool guys"
bring your "hot
chicks" and come
witness true love in
the making, along
with some stellar
dance moves!
N.V.C.C
Woodbridge
PRESENTS

April
8, 9, 15, 16 at
8pm, and
April 10th
and 17th at
2pm

GENERAL ADMISSION: —— $10
STUDENTS, FACULTY/STAFF, CHILDREN,
SENIORS, MILITARY: —— $5

Free Parking in Lot "B"

In the LAKESIDE THEATRE at the Woodbridge Campus
of Northern Virginia Community College
15200 Neabsco Mills Road
(703) 878-5700 V/TTD: (703) 699-7042
or contact dramabull@nvcc.edu / 703-878-5750
Reservations online:
www.nvcc.edu/nwgc/reservations.htm
NOVA Community Chorus  
Dr. Mark Whitmire, Director

Washington Metropolitan Philharmonic  
Ulysses S. James, Director

PRESENT

AN EVENING OF ITALIAN OPERA CHORUSES

Music from  
Macbeth, Il trovatore,  
Lucia di Lammermoor and Aida

Also on the program  
Johannes Brahms: Symphony No. 3

March 28, 3:00 p.m.  
Bishop Ireton High School  
201 Cambridge Rd.  
Alexandria, VA

April 11, 3:00 p.m.  
Church of the Epiphany  
1317 G Street NW  
Washington, DC

No Tickets Required  
Donation Requested

For information  
phone: 703-845-6097   e-mail: mwhitmire@nvcc.edu
The Higher Education Committee Potomac Association UCC
presents

A Showcase of Stars
Saturday, April 17, 2010
3:00 p.m.
Peoples Congregational United Church of Christ
4704 Thirteenth Street, NW
Washington, DC 20011

Proceeds from this event will benefit the United College Ministries at the University of the District of Columbia, the University of Maryland, Northern Virginia Community College, and George Mason University.

Scheduled to Perform:
University of the District of Columbia Chorale
William Jones, director

Jackson Caesar, soprano

Ronald A. Worthy, pianist

University of Maryland Palestrina Choir
Janet Nagelgans, director
David Bellena, pianist

Northern Virginia Community College—Annandale Campus Jazz Ensemble
Herbert Smith, director

Anna Jones, dancer

Tickets & Sponsorship:
General Admission: $25
Students with ID: $5

Concert Sponsorship Levels:
Platinum-$300
(includes 6 complimentary tickets)

Gold-$200
(includes 4 complimentary tickets)

Silver-$100
(includes 2 complimentary tickets)

For tickets or sponsorship information, contact Arlene King-Berry:
(202) 832-9440
The Higher Education Committee Potomac Association UCC presents

A Showcase of Stars
Subscription Form

Part One: Sponsors (to be listed in the program)

<table>
<thead>
<tr>
<th>Sponsorship Level</th>
<th>Number of Sponsorships</th>
<th>Cost</th>
<th>Number of Comp. Tickets</th>
<th>Amount Due</th>
</tr>
</thead>
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<tr>
<td>Platinum</td>
<td></td>
<td>$300</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>Gold</td>
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</tr>
<tr>
<td>Silver</td>
<td></td>
<td>$100</td>
<td>2</td>
<td></td>
</tr>
</tbody>
</table>

Name(s) as you wish to be listed in the program:

________________________________________________________________________

Address:
_______________________________________________________________

Email: ___________________________________________________________

Telephone: __________________________

Amount Enclosed: ______________________________

Make checks payable to: Potomac Association UCC

Mail to: Potomac Association UCC
c/o Peoples Congregational United Church of Christ
4704 Thirteenth Street, NW
Washington, DC 20011
ATTN: Arlene King-Berry

Please Note: In order to guarantee a program listing, we must receive your sponsorship form by Thursday, April 2, 2010.

Part Two: Other Ticket Information

<table>
<thead>
<tr>
<th>Category</th>
<th>Cost per Ticket</th>
<th>Number of Tickets</th>
<th>Amount Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Admission</td>
<td>$25</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Student (with ID)</td>
<td>$5</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Fortune’s Fool Book Reading

Join Dr. Terry Alford and the NOVA Annandale Campus Library for a reading from and discussion of his forthcoming biography of John Wilkes Booth entitled “Fortune’s Fool”, scheduled to be published by Oxford University Press in 2011.

Tuesday April 13th, 2010
1:30–3:00 PM

Annandale Campus Library
CG Building, 3rd Floor
Room 300

Light refreshments will be provided

Part of the Library’s celebration of National Library Week

Co-sponsored by the Liberal Arts Division

Dr. Alford is a longtime member of the NOVA faculty and recent recipient of the 2010 Outstanding Faculty Award presented annually by the State Council of Higher Education for Virginia (SCHEV).
Faculty Focus Workshop

Choosing Your Retirement Community

Yolanda Smith, professor of business management at NOVA will share her expertise on Worry Free Retirement

Wednesday, April 14, 2010
1-2 p.m.
Brault Board Room
Annandale Campus

The workshop is free
Please register at www.nvcc.edu/CETL
For more information, contact CETL@nvcc.edu
Changes will be effective 3/15/2010.

Purchasing Liaisons

Alexandria (AL) Campus
Ed Mellon: emellon@nvcc.edu / 703.323.3083

Annandale (AN) Campus & SWaM Initiative
Karen Castro: kcastro@nvcc.edu / 703.323.3058

Buildings & Grounds (B&G)
Gary Robinette: grobinette@nvcc.edu / 703.323.3752

College Staff (CS) and P-Cards
Ann Martin: amartin@nvcc.edu / 703.323.3737

Loudoun (LO) & Woodbridge (WO) Campuses
Mikyong Rodgers: mrodgers@nvcc.edu / 703.323.3827

Manassas (MA) & Medical Education (MEC) Campuses
Yvonne Tharp: ytharp@nvcc.edu / 703.323.3305

Special Projects
Ron Davis: rdavis@nvcc.edu / 703.323.3738

Purchasing Department
CW314—AN Campus
NOVA Northern Virginia Community College
Race for Dr. James Tiffany, Jr.  
Memorial Scholarship Fundraiser

Walk or Run  
Friday, April 23  
1:00 p.m.-3:00 p.m.  
LO Campus

Details of the specific location coming soon.

Registration Fee $10  
Free T-shirt  
Music  
Refreshments  
Prizes

Want to start a team or donate?

Dr. Tiffany worked for NOVA, Loudoun campus for 35 years. During his time here he built and managed the campus gymnasium and designed the campus Exer-Trail. Additionally, he wrote a book entitled “The Exer-Trail Way to Total Fitness” which is sold in the campus book store. Please join us as we celebrate his memory.

Sign up in LR 142,  
Office of Student Activities

For More information  
email tlaing@nvcc.edu or  
call 703-450-2616

December 1944 – May 2009
VRS is coming to a location near you!

It is time to register for a member education session near you. The session is available to members of the Virginia Retirement System (VRS) and their guests. See below the session and the time.

**VRS Group Counseling Session (GCS):** If you are planning to retire within the next 5 years, a GCS is right for you. The session focuses on:

- VRS retirement benefits and payout options.
- Using VRS online tools to plan for and calculate your retirement benefit.
- Purchasing prior service credit.
- VRS retirement process and filling out the forms required.

To register for a VRS Group Counseling Session (GCS), visit the VRS website at [http://www.varetire.org/Members/Education/GCS/Index.asp](http://www.varetire.org/Members/Education/GCS/Index.asp). You can register via e-mail—just click on the link provided.

<table>
<thead>
<tr>
<th>Location</th>
<th>Date</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>James J. McCoart Administration Building 1 County Complex Court Woodbridge, VA 22192</td>
<td>April 7, 2010*</td>
<td>3:30-5:00 PM-School Division Employees</td>
</tr>
<tr>
<td>James J. McCoart Administration Building 1 County Complex Court Woodbridge, VA 22192</td>
<td>April 8, 2010*</td>
<td>9:00-11:00 AM-State Employees</td>
</tr>
<tr>
<td>Ernst Community Cultural Center NOVA- Annandale Campus</td>
<td>June 8, 2010*</td>
<td>8:00-12:00 PM-State Employees</td>
</tr>
</tbody>
</table>

*Program delivery is subject to adequate registration levels.
NOVA Human Resources

Presents a

Brown Bag Discussion:

Planning for Retirement

11 A.M. – 1 P.M. at these campus locations:

March 18  Annandale, Ernst Community Culture Center
March 25  Alexandria, Bisdorf (AA) 379
April 1   Medical Education, Room (HE) 218
April 8   Manassas, Provost Conference Room (MH) 317
April 22  Woodbridge, Room (WS) 109
May 6     Loudoun, Provost Conference Room (LR) 256

Bring your lunch and come-on-by during one of the lunch time get-togethers!

Eileen Sorenson from the HR Benefits Office will lead the discussion on the role that your pension benefits play in planning for retirement and what has to occur to be able to take advantage of these benefits. She will also touch on Social Security and retiree health benefits with the Commonwealth of Virginia.
HR Training for NOVA Supervisors - Spring 2010

----Revised Schedule----

- Principles of Progressive Discipline
  Annandale, Wednesday, March 24th, 10 – 12
  MEC, Wednesday, March 31st, 2 - 4

- Performance Feedback for Better Results
  Annandale, Thursday, April 1st, 10 – 12

- Accelerating New Employee Performance
  Annandale, Tuesday, April 6th, 10 -12

- New Denosys Processes for Supervisors
  Annandale, Wednesday, April 7th, 10 – 12
  Manassas, Thursday, April 8th, 2 – 4

- How to Write a Beneficial Position Description (EWP 1)
  Manassas, Thursday, April 15th, 10 – 12  (Rescheduled from February 25th)

- Situations, Legal Issues, What to Do and When to Contact HR
  MEC, Tuesday, April 20th, 2 – 4
  Annandale, Wednesday, April 21st, 10 -12

Registrations are being accepted for the whole series or for individual sessions. Space is limited so please register today!

E-mail your registration:
TO: HRDtraining@nvcc.edu
CC: (your supervisor, if required by that individual)
SUBJ: HR Training for NOVA Supervisors
BODY: Please list the title(s) of the workshop, the campus, and the date you are planning to attend for each registration request.

All registrations will be acknowledged by return e-mail. Room location will be confirmed in your registration confirmation. Questions? Please call NOVA HR Professional Development at 703-323-4247 or e-mail HRDtraining@nvcc.edu.
**Adult/Child CPR & AED Course**

For NOVA Faculty and Classified Employees
Registration Funded by NOVA Professional Development

**Space is limited. Do not delay!!!**
Registration cut-off is 3 days prior to class date.

Register by sending an e-mail
To: HRDtraining@nvcc.edu
CC: your supervisor if required by that individual
SUBJECT: CPR & AED Training with class date & time - choose one from list below

- **Wednesday, April 7th,** 9 – 12:30, Manassas Campus  
  class is full
- **Wednesday, April 7th,** 1:30 – 5, Manassas Campus
- **Thursday, April 8th,** 9 – 12:30, Manassas Campus
- **Thursday, April 8th,** 1:30 – 5, Manassas Campus
- **Wednesday, April 21st,** 9 – 12:30, Woodbridge Campus
- **Wednesday, April 21st,** 1:30 -5, Woodbridge Campus
- **Thursday, April 22nd,** 1 – 4:30, Annandale Campus
- **Friday, April 23rd,** 9:30 – 1, Alexandria Campus
- **Wednesday, April 28th,** 1 – 4:30, Medical Education Campus
- **Friday, April 30th,** 1 – 4:30, Loudoun Campus

**CPR training objectives:** Upon completion of the course, the student will be able to

- Respond appropriately to finding an unconscious adult or child victim
- Initiate obtaining emergency medical assistance
- Determine whether the victim is breathing and/or has a pulse
- Initiate emergency cardiopulmonary resuscitation measures until medical assistance arrives

**AED training objective:** Upon completion of the course, the student will be able to

- Effectively use an automatic electronic defibrillator

*Our MEC Workforce Development/Continuing Education office has assured us that the workbook is not required.*

**All registrations will be confirmed and training room location provided via reply e-mail.**
The Alexandria Campus Honors Program and The Alexandria Campus Library present a special

Honors Hour
Tuesday, April 6, 1:30pm
With Alexandria Campus Faculty Librarian Emerita
Mimi Clark Gronlund
Author of
Supreme Court Justice Tom C. Clark: A Life of Service

Please join us for a reading and discussion of her biography of Justice Clark, who served on the U.S. Supreme Court in the era of Brown v. Board of Education

Alexandria Campus Writing Center, Room 334
Refreshments will be served, and copies of the book will be available for purchase ($30) and signing
Help A Kid Outrun Cancer.

**Date:** Saturday, April 24th, 2010

**Location:** Short Pump Town Center, Richmond, VA

**Event Description:**
“The ASK Fun Walk & 5k” is an event to commemorate and celebrate children with cancer and their families. Funds raised through the event will benefit ASK and help children fighting cancer right here in our area. The walk/run will circle Short Pump Town Center and end in the mall’s Main Plaza for a post-walk festival featuring live music, children’s activities and awards.

Last year’s event attracted 1,000 participants from throughout the greater Richmond area and raised $90,000 to help local children with cancer and their families. The 2009 ASK Fun Walk & 5k was covered by the Richmond Times-Dispatch, Mix 103.7, 96.5 The Planet and Y101.

**Schedule:**
7:00am – 8:30am Check-In & Same-Day Registration
8:30am 5k Run & Family Fun Walk
9:00am – 11:30pm Post-Walk Festival in Main Plaza featuring: live music, clowns, face painting, games, awards and great giveaways.

**Event Beneficiary:**
ASK is a local organization dedicated to making life better for children with cancer and their families. ASK provides direct support to young cancer patients and their families today, when they need it most. For more information on ASK, go to www.askweb.org or call (804) 828-1531. For questions regarding the ASK Fun Walk & 5k, please call Amy Godkin, ASK Development Director, at (804) 399-9041.

**ASK is a CVC Charity - #3281.**
Any funds raised by your agency for this event will count toward your 2010 CVC Campaign total.
JOIN US FOR NATIONAL LIBRARY WEEK !!!

APRIL 1ST - Edible Book Festival
Library Lobby 12-2

APRIL 13TH -
Hear Dr. Terry Alford
(History Dept.) read from & discuss
his forthcoming book on John Wilkes Booth –
“Fortune’s Fool” - Library, 1:30-3

APRIL 15TH – FREE LUNCH for students –
Library lobby 12 - ?

FUN CONTESTS -
Guess the Number of Peeps
Name That Parrot
All Week 4/12-16

ANNANDALE CAMPUS LIBRARY – CG 300
Chancellor’s Classified Fellowship

APPLICATIONS ARE NOW BEING ACCEPTED
FOR THE 2010-2011
CHANCELLOR’S FELLOWSHIP FOR CLASSIFIED STAFF

The Chancellor is pleased to announce a fellowship program for community college and System Office classified staff. For the 2010-2011 academic year, selected classified staff employees will be named as Chancellor’s Fellows to pursue degree studies that will enhance their ability to contribute to the community college mission.

The Chancellor’s Fellowship includes the following:

- Financial support for tuition and mandatory fees
- One semester or one academic year leave of absence with 3/4 pay
- Continuation of insurance, retirement, the State’s portion of health insurance and seniority

Eligibility Requirements

- Be employed 3 consecutive years (as of the date of application) in a full-time state-funded classified position at a community college or the System Office
- Be enrolled or accepted in a degree program from a Virginia state-supported institution of higher education
- Be recommended by the president, or Chancellor in the case of a System Office candidate

Application Process

- Submit a completed application form
- Include 3 letters of endorsement
- Submit verification of acceptance in a degree program
- Submit transcripts if currently enrolled in a program

APPLICATION DEADLINE: APRIL 9, 2010

For additional information please contact NOVA’s Professional Development Unit by email at kwebner@nvcc.edu or by phone at 323-4247
Application for
CHANCELLOR’S FELLOWSHIP FOR CLASSIFIED EMPLOYEES

I. APPLICANT DATA:
APPLICANT’S NAME: ____________________________________________
(Please Print)

(First) (Middle/Maiden)

(Street and Number)

(City/Town) (State) (Zip)

(Home phone number) (Work phone number)

II. EMPLOYMENT DATA:
1. What is your current position in VCCS: ____________________________
   (Position Title)

2. How long have you been in this position? _________

3. Name of community college where you are employed
   ___________________________________________________________

4. How many years of full-time service to the VCCS? ________
   What is your initial date of hire in the VCCS? ____________

5. Are you in a state-funded position? _________

6. Provide a summary of the primary responsibilities of your current position.

7. Provide information about other professional experience (include work experience
   in the community college and in other settings and the date for each position listed).
   Provide a brief statement (2 or 3 sentences) of your primary responsibilities for each position.

III. EDUCATIONAL BACKGROUND:
1. Check the highest level of education attained to date:
   High School ______ Community College _______ Baccalaureate _______ Masters _______

2. If course work at an institution of higher education has been completed list:
   A. the name of the institution
       _______________________________________________________
   B. the number of hours successfully completed
       _______________________________________________________
   C. date of completion of last course work
       _______________________________________________________
   D. primary area of course work
       _______________________________________________________
   E. grade point average
       _______________________________________________________

IV. PROFESSIONAL PLANS: Write an essay describing your short term professional goals. Include in your discussion your reasons for applying for the Chancellor's Fellowship program. How will this fellowship enhance your opportunity to contribute to the mission of your community college?

V. Instructions: Complete this application. Submit the completed application, three letters of endorsement one of which must be from your community college president, Robert G. Templin, Jr. and a transcript if you are currently enrolled in an academic program. If you are not currently enrolled in an academic program, submit a copy of your program acceptance letter.

NOVA's Professional Development Unit is coordinating all submissions for the College. Please mail your materials to:

Kathy Weiner  
NOVA Professional Development Unit  
4001 Wakefield Chapel Rd.  
Annandale, VA 22003

Applications materials must be received by 5:00 p.m. April 9, 2010

Revised January 2010