ATTACHMENT SECTION

Important NOVA announcements and flyers are enclosed.

To read this week’s Intercom issue see: http://www.nvcc.edu/pip/112009.pdf
Save the Date

Dr. Anthony Tardd, Provost Loudoun Campus, is retiring after 36 years of service to NOVA. You are invited to celebrate his many achievements and congratulate him on his retirement.

December 11, 2009
2:00 P.M. – 4:30 P.M.
Belmont Country Club
19661 Belmont Manor Lane, Ashburn, VA 20147
Classified Staff Emeritus Nomination Form

Name of Nominee

Department/Office ____________________________ Campus __________

Nominated by: ___________________________________________________________

Eligibility requirements:

The nominee must have retired from Northern Virginia Community College after a minimum of ten years of service in the Virginia Community College System and must have made meritorious and significant contributions to the College.
The nominee must have maintained currency in his/her area of responsibility through significant participation in professional development or other activities while employed at NOVA.
The nominee must have displayed excellence in his/her job performance and/or administrative responsibilities.

Please provide a detailed (1 page maximum) narrative justification* in support of the nomination and return it with this form to Eileen Sorenson in Human Resources by the deadline.

*Note: Because the members of the review committee may not personally know all the nominees, they cannot recommend the award to an individual without sufficient detail to justify their nomination. Several nominations received in the past were too brief to be considered.

All nominations must be received in Human Resources by Monday, November 25, 2009 by 5:00 p.m.
ADJUNCT FACULTY PROFESSIONAL DEVELOPMENT GRANT ANNOUNCEMENT

The NOVA Professional Development Committee is pleased to announce the availability of professional development grants for adjunct faculty members who teach at least one course at the College during the 2009-2010 academic year. The maximum grant award is $1,500 (less FICA, federal and state income tax if applicable). Full-time (P-3) faculty members are not eligible. Applicants may submit more than one proposal, however only one grant will be awarded to any individual.

Interested adjunct faculty should submit completed proposals to the Professional Development (PD) Faculty Subcommittee, c/o Ms. Kathy Weiner, by no later than January 13, 2010. These grants are subject to the following terms and conditions:

1. The grant shall be an award for the development of teaching aids, research (including attending conferences and or taking courses provided no other college funding source is given) equipment or another service project that will be beneficial to the college and/or campus where the applicant teaches.

2. The dean or provost must approve the grant application proposal before it is submitted for consideration. The signature of the applicant’s dean or provost indicates his/her assent is given for the project proposal as submitted by the adjunct faculty member. Proposals submitted to the PD Faculty Subcommittee without approval from the appropriate dean or provost will not be considered.

3. The applicant shall be responsible for submitting the completed proposal application to the PD Faculty Subcommittee. The grant application must be received by 5 P.M., (EST) January 13, 2010 at the address and office specified on the proposal application. The selection committee will not consider applications that are received late or proposals that are incomplete.

4. All applications will be acknowledged by e-mail. Members of the PD Faculty Subcommittee will review proposals and select grant recipients. The selection committee will evaluate and select award recipients based on the information provided in the application. Those who are selected to receive a grant will be notified by January 20, 2010.

5. A grant award payment will be made when the proposed project is satisfactorily completed as specified in the grant proposal. A project will be considered satisfactorily completed when it is delivered to the PD Faculty Subcommittee chairperson by the project due date, May 25, 2010. Payment shall be made when the PD Faculty Subcommittee chairperson approves payment of the grant award. Recipients must agree to present their project for at least one of the following: NOVA’s Power Up Your Pedagogy conference, adjunct faculty meetings, a VCCS peer group meeting and/or VCCS New Horizons Conference.

NOVA Adjunct Faculty Professional Development Grant Application

Your Name:
Your NOVA Email:
Your Primary Campus:
Your Academic Division:
Your Academic Dean:
Courses you will be teaching at NOVA during Spring 2010:

Title (25 words or less)

Abstract (100 words or less)

Description of Request (500 words or less) Please describe the project/service activity.

Methodology - Explain the process you plan to use to complete the project.

Outcomes/Benefits - Describe the final project or outcome of your activity and how it will be beneficial to your teaching and learning, to the College, and/or to your students.

Collaboration - Are you working with other colleagues on this project? Explain.

Evaluation and Assessment - Discuss how you plan to assess the value of this project/service activity

Dissemination of Results - Describe your plans for sharing your results or project with others (e.g., presenting at the Power Up Your Pedagogy conference, writing an article for the Teaching and Learning Matters newsletter, offering a workshop for other adjunct faculty, or something comparable.)

Have you received a NOVA professional development grant before?

Is this a continuation of a NOVA professional development grant awarded previously?

Is the proposal designed to supplement another type of grant?
**Cost Outline**

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**Total Funding Request**

By signature below, the applicant acknowledges an understanding that the proposed project must be completed and submitted to the Professional Development Faculty Subcommittee by **May 25, 2010**, and furthermore, agrees to present the project to NOVA colleagues (see the dissemination of results section), and lastly, acknowledges that all submitted projects will become the property of NOVA.

Signature of Applicant: ___________________________ Date: __________

**Completed application must include the signature of either your academic dean or campus provost.** By signature below, the academic dean or provost gives assent for the project that is proposed in the foregoing grant application being considered by the Professional Development Faculty Subcommittee.

Signature of Applicant’s Academic Dean or Provost: ___________________________ Date: __________

You may submit your **proposal** to the Professional Development Faculty Subcommittee, care of Ms. Kathy Weiner, Human Resources Office, Brautl Building, Suite 203, 4001 Wakefield Chapel Road, Annandale, VA 22003.

**Previous Grant Recipients**

**2009-2009**

Jonathan Mark Rogers (AL) Project title: Producing a short film

Alice Weisz (WO) Project title: Participation in Harvard Medical School Course

Mary Elizabeth Martin (MA) Project title: Grammar Unit with Guided Practice for Articles "the," "a," "an," and "an"

Abdelkader Aoufjet (AN) Project title: Teaching Moral Philosophy Using Novels: Issues and Strategies

Gay Fuerst (MA) Project title: Business in Film and Entertainment

Adam Howard (LO) Project title: Developing Students’ Critical Thinking Skills through Primary Source Multimedia in the Classroom

Leejay Acham (AN) Project title: Conduct research and development of a 1-credit Customer Service Course

Chris Elzey (LO) Project title: “Glory Deferred: the 1935-36 Long Island University Blackbirds and the Boycott Movement of the 1936 Olympic Games in Berlin”

**2007-08**

Shirley Nunn (AN) Project title: Participation in Advanced Workshop in Writing for Radio

Milton Muldrow, Jr. (MA), Project title: Development of a Field Course to the Florida Keys to Serve as Lab for BIO 275: Marine Ecology

Barbara Southworth (AL), Project title: New PHT Art marketing Course

Andrea Hogarth (AL), Project title: A Learning Game for Introductory Psychology

Dr. Wendy K. Matthews (AL), Project title: Presentation of a paper at the 2008 Music Educators National Conference
Thinking about Retiring in the Next Five Years?

Join a Faculty Learning Community for NOVA Legacy Faculty

Applications are now being accepted for faculty to join a faculty learning community (FLC) to explore your legacy and retirement.

Working with NOVA faculty emeriti, you’ll explore your legacy and plans for what you’ll enjoy after leaving teaching. We’ll read a few books including Morrie Schwartz’ *In His Own Words*, Jane Thompson’s *A Life in School: What the Teacher Learned*, and Randy Pausch’s *Last Lecture*. This is a great way to explore retirement, before you retire.

The first organizational meeting will be during the PUP conference on January 6th. To apply for the FLC, go to http://tinyurl.com/PUP2010.

For more information, contact CETL@nvcc.edu.

Sponsored by CETL with funding from NOVA’s Professional Development Committee
Leaving Your Legacy: A Faculty Learning Community

With support from NOVA’s Professional Development Committee, CETL invites NOVA faculty to apply to join a Faculty Learning Community (FLC) for Retiring NOVA Faculty.

This FLC will support faculty who are considering retiring from teaching in the next five years and who have an interest in establishing their teaching legacy. The FLC will include senior faculty members as well as professor emeriti and members of NOVA’s Lifetime Learning Institute.

An orientation and first meeting will be held at the Power Up Your Pedagogy (PUP) conference on Wednesday, January 6, 2010, from 1:00-1:45 p.m. at the Annandale Campus.

Description of Professional Development Initiative

This learning community will support faculty in exploring when and how to retire. The FLC will investigate retirement options that continue their lifelong learning, mentoring other faculty, and exploring their legacy.

Activities of the FLC will depend upon the members. These will likely include:

- Discussions of what is means to retire from teaching;
- Testimonials from professor emeriti;
- Mentoring from members of the NOVA’s Lifetime Learning Institute;
- Opportunities for last lecture presentations;
- Presentations to social science and lifelong wellness academic programs;
- Developing a Legacy program; and
- Workshops on writing your story.

Outcomes to Students

Faculty engaged in the FLC will share their legacies stories with students enrolled in such courses as

- EDU 200 Introduction to Teaching as a Profession;
- PED 116 Lifetime Fitness and Wellness;
- PSY 231 Life Span Human Development; and
- SOC 245 Sociology of Aging.

Outcomes to Faculty

Faculty will explore their retirement options including when and how they want to leave NOVA. They will work with other faculty to explore ways to journal their experiences and to share these with students in specific courses.

Faculty will learn the process by which faculty receive professor emeriti status and what this entails. Further, faculty may choose to explore ways in which NOVA might participate in transitional retirement programs (such as the Enhanced Retirement Plan).

Faculty will provide support for one another and this FLC will serve as an important source of collegiality among and between faculty from across disciplines and campuses.

Outcomes to Organization

Our retiring faculty have left an important mark on the institution and we want to honor and to celebrate them. We seek to more fully engage our faculty emeriti and to provide a forum for our retiring faculty to explore their legacy and to consider how they will continue lifelong learning.

If you are interested in learning more about this learning opportunity, contact CETL@nvcc.edu.

To apply to be a part of the FLC, please apply online, http://tinyurl.com/FLClegacy
Wednesday, 12/2/2009
10 am to 1 pm
Verizon Galleries
Ernst Cultural Center
Annandale Campus

Meet 20 vendors of goods
& services including:

- Office Supplies
- Furniture
- Computer Products, AV Equipment
- Catering
- Apparel & Embroidery
- HVAC and Plumbing

Purchasing
Contact: Karen Castro
E-mail: kcastro@nvcc.edu
Phone: 703.323.3058
Fax: 703.323.3019
Geography Awareness Week
Nov. 15 – 21, 2009
Loudoun Campus

Rivers of the World

- Student exhibits on 4 rivers
- Movies
- Literature
- Foods of the regions

Special Presentation:

Rivers on Titan?

Sten Odenwald, PhD
NASA Astronomer

Nov. 17, 12:30 p.m.
Loudoun Campus, LW 116

Activities in Conf. Room
LW 113

Rhine 11/16 2 – 4 pm
Yangtze 11/17 1 – 3 pm
Amazon 11/19 2 – 4 pm
Mississippi 11/20 1 – 3 pm
Announcing the Annual NOVA Horticulture Club Poinsettia Sale!

Tuesday & Wednesday
December 1st & 2nd 2009

In the Greenhouse on Northern Virginia Community College, Loudoun Campus

Cost-$9.00

Hours: 11-1 and 5-7

Reds, whites, pinks, marbles,& shimmers

Contact info 703-450-2558
No pre-orders
VOLUNTEERS NEEDED!

Anatomy volunteers are needed for the newly developed Ultrasound Program at Northern Virginia Community College (NOVA). Interested parties would be scanned by the sonography students on campus during specific hours at the Medical Education Campus.

Both male and female volunteers are needed for various procedures. Some preparations will be required by the volunteer for certain examinations. Obstetrical volunteers will need to have an “official normal” sonogram requested by their physician prior to modeling.

Please note: All examinations are performed for teaching and learning purposes only. All such examinations performed will fall only within the scope of demonstrations and in no way constitute diagnostic interpretations. No financial compensation will be offered. An interpreter must accompany any volunteer who is not fluent in English.

Anyone interested in volunteering would need to contact Anita Freeman at 703-822-9048 or afreeman@nvcc.edu
Se Necesitan Voluntarios!

Se necesitan voluntarios de anatomía para el programa de ultrasonido desarrollado recientemente en Northern Virginia Community College (NOVA). Las personas interesadas podrían ser examinadas por los estudiantes de sonografía en el Medical Education campus durante horas específicas.

Se necesitan voluntarios masculinos y femeninos para diversos procedimientos. Se requerirá algunas preparaciones por el voluntario para ciertos exámenes. Los voluntarios obstétricos necesitarán tener una ecografía “oficialmente normal” solicitada por su doctor antes de presentarse.

Por favor, tenga en cuenta: El propósito de realizar estos exámenes serán para el aprendizaje y la enseñanza del estudiante. Todos los exámenes realizados entran en el ámbito de las manifestaciones y en ningún modo constituyen interpretaciones diagnósticas. No se ofrecerá ninguna compensación financiera. Un intérprete debe acompañar a cualquier voluntario que no es fluido en inglés.

Cualquier persona interesada en ser voluntario debe contactar a Anita Freeman @ 703) 822-9048 o afreeman@nvcc.edu
The objective of this opportunity is to encourage talented individuals to pursue professional studies leading to a teaching certification in the sciences, technology education and mathematics (STEM). The Virginia Space Grant Consortium awards a one-year $1,000 scholarship to undergraduate or graduate education majors while attending a member institution full time. This is a competitive scholarship program and awards are based on merit recognizing high academic achievement and promise. Underrepresented minorities, females and students with disabilities are encouraged to apply.

Eligibility:

- Must be a U.S. citizen
- Must be enrolled in one of the five Virginia Space Grant Consortium member institutions at time of award.
- Must be a current full-time student (minimum of 12 credit hours)
- Must be majoring in a teacher education program with a STEM subject concentration
- Must have a grade point average of 3.0 on a 4.0 scale

How to Apply:

For more information and to complete the online application for 2010-2011, please visit:

http://www.vsgc.edu.edu

Applications must be received by March 22, 2010
TRAINING SESSIONS

- eVA Requisition and Purchasing Procedures
- P-Card Requisition/Reconciliation

Purchasing will offer two types of training sessions regarding the use of eVA, the State’s electronic procurement system:

One session will teach participants how to create a P-Card requisition and reconcile their transactions. Priority seating will be reserved for new P-Card holders and College Staff members. Another session will show attendees how to create a requisition as well as address general purchasing procedures. Priority seating will be reserved for College Staff members.

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<td>P-Card Requisition/Reconciliation</td>
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ONLINE REGISTRATION
See the Training section on Purchasing’s website

NVCC - Purchasing
8333 Little River Turnpike
CW 314
Annandale, VA 22003

Phone: 703.232.3083
E-mail: emellan@nvcc.edu

NOVA Northern Virginia Community College