Paving the Way for the Plus 50 Initiative

Yolanda Barbier (AL), campus and community relations specialist, and Frances Villagran-Glover (AL), evening administrator, were among representatives of 15 community colleges gathered at the headquarters for the American Association of Community Colleges (AACC) in Washington, D.C. to attend the first annual Plus 50 Initiative Conference. The three-year nationwide initiative sponsored by the AACC will develop and benchmark models for innovative programs reaching out to students over age 50.

During this conference, attendees discussed outreach strategies for baby boomers with marketing and public relations experts. In addition, discussions took place on how to implement assessment tools with evaluation experts, and attendees got an opportunity to meet with AACC staff to hear the overarching vision for the initiative.

The 15 participating colleges will focus their programs on three core areas: learning, training and re-training for the workplace and volunteering and service. NOVA is considered a demonstration college and is paired with Central Florida Community College which is NOVA’s mentor college.

2008 NOVA Convocation
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NOVA’s Arlington Center was the site for the 2008 Powering Up Your Chinese and Arabic Language Courses with Technology workshop. This was one of 80 federally-funded STARTALK programs across the nation this summer to support the teaching and learning of critical languages like Chinese, Arabic, Farsi and Hindi. NOVA’s program, in its second year of funding, was directed by Laura Franklin (AL), French. It provided hands-on professional development in curriculum development and instructional technology for language educators in Chinese and Arabic. Participants attended four full-day sessions in a hands-on format facilitated by technology and content experts including Takako Shigehisa (AL), Japanese, and former NOVA Chinese/ESL faculty, Ruihua Dong. Abdul Askaryar and Oscar Mendoza of the Arlington Center helped ensure that the technology worked smoothly and provided technical support. Each day, the participants were taught by program instructors and guest experts, both in instructional technology and language methodology. The program culminated in a faculty showcase where each participant demonstrated his/her products to peers. The teachers will now continue to network beyond the workshops through electronic communication (wikispaces, e-mail and Blackboard) and employ what they have learned in their teaching following the program.
Local Students Learn about Foodservice Careers from Annandale Campus Chef

Students from the Adolescent & Family Growth Center in Springfield came to the NOVA Annandale Campus on July 14 to learn more about careers in foodservice. Chef Mike Herbert took them on a tour of the kitchen and showed them the equipment. Herbert explained how commercial foodservice equipment is different from that in a home, and that NOVA wants students to become familiar with the equipment before they find jobs in foodservice. The students then had the opportunity to use the automatic hand washing machine, and take a tour of the walk-in refrigerator and freezer. After a snack in the dining room, Herbert told the group how he became a chef, what a job in foodservice and as a chef entails and informed the students about the culinary program at NOVA. The students and counselors asked questions about career opportunities in foodservice before they left for the center.
NOVA was represented at “Retention 2008: An International Conference on Student Retention” in San Diego, California this past May. The conference was sponsored by the Educational Policy Institute. Counselors Todd Bennett (AL) and Ellen Fancher-Ruiz (AN) presented a session titled “The Pathway to the Baccalaureate Program: A Secondary, Community College and University Partnership for Successful Retention of At-Risk Students.” The session addressed the program’s history, goals, interventions and outcomes. The Pathway program is a NOVA partnership with Fairfax, Loudoun, Arlington and Alexandria public schools, George Mason University and the Jack Kent Cooke Foundation. The program increases access to higher education for underserved students in Northern Virginia.

IN THE NEWS:
Former NOVA Student First Runner-Up in Miss Universe

Former NOVA Alexandria Campus student, Miss Colombia Taliana Vargas, was named the first runner-up at the recent Miss Universe pageant held in Vietnam on July 13. She was a journalism student while at NOVA and took time off to pursue the title.

The Intercom Wants to Hear from You!

The Intercom is for and by the faculty and staff of NOVA. You are welcome to e-mail your articles and news to intercom@nvcc.edu! The deadline is EACH Friday at 5:00 p.m. for the following week’s edition (note: during the summer, the Intercom is published every other week). For complete submission guidelines, go to: http://www.nvcc.edu/pip/guidelines.htm. Send your news!

NEXT EDITION: August 8 (Deadline: 5:00 p.m. on August 1).
Standards of Conduct

The workshop, “Standards of Conduct: Using the Progressive Disciplinary Process to Influence Change in Performance,” is scheduled for anyone who supervises or manages classified staff. It will be led by Associate Director for Employee Relations Marleen McCabe from Human Resources. This class pertains to the State of Virginia’s progressive disciplinary process. A key learning objective is to enable supervisors to assess the appropriate course of action when addressing performance and conduct issues with their employees.

The remaining workshops will be held on the following campuses:
- Woodbridge - July 30 from 10:00 a.m. to 12:00 p.m.
- Annandale - August 6 from 10:00 a.m. to 12:00 p.m.

Registration is required and the workshop room location will come via e-mail with the registration confirmation. Please see the attachment section for the workshop schedule, additional information and registration procedures.

Workshop: Learn How to Find Medicare Information on the Internet

The Medicare information workshop will take place on July 31 at 10:00 a.m. and is hosted by: NOVA’s Alexandria Campus. The event will be held at the Bisdorf Building Room AA159 (3001 N. Beauregard Street, Alexandria, Virginia 22311). To register call 703-845-6222. See the flyer in the attachment section for more details.

Integrating Civic Responsibility into the Curriculum Workshop
Sponsored by the AACC and CETL

The Alexandria Campus will host a faculty workshop on August 19, titled “Integrating Civic Responsibility into the Curriculum,” an interactive workshop sponsored by the American Association of Community Colleges (AACC) for Achieving the Dream Institutions and NOVA’s Center for Excellence in Teaching and Learning (CETL). If you are interested in attending this FREE workshop, contact Nan Peck at npeck@nvcc.edu.

Retirement Education Seminars and Group Counseling Sessions

On September 16, the Virginia Retirement System will be hosting a Retirement Education Seminar (RES) from 8:00 a.m. to 12:00 p.m. and a Group Counseling Session (GCS) from 1:00 p.m. to 4:00 p.m. Both events will occur on the Annandale Campus in the Ernst Cultural Center Forum.

For more information on RES and GCS go to http://www.varetire.org/Members/RetPlanning/Index.asp. To register and to view the Annandale Campus map, go to http://www.varetire.org/Members/RetPlanning/Schedule.asp.

IN THE NEWS:
President Robert G. Templin, Jr. Speaks on the Issue of College Access

On July 14, President Robert G. Templin, Jr. spoke at a roundtable titled "Tackling the Tough Issues of College Access" at the University of Richmond. In his discussion, he states that, "The current job force will be replaced by less-educated, nonskilled workers -- unless we do something. It's time for American higher education to accept responsibility and make certain students have the ability to gain access." To read the full article, by Lisa Crutchfield, which appeared in the Richmond Times-Dispatch, go online to http://www.inrich.com/evacrc/news/community/richmond.0012__41.html and click: “Hurdles keep many students from college” (under “July 15, 2008”).
Time to Update the NOVA Departments Telephone Book

It is once again time to update our printed NOVA departments telephone book. In order to do this we need your help.

To see the Departments/Offices listings go to http://www.nvcc.edu/phone/dept.htm. Please check the accuracy of room location as well as telephone numbers. Another place that needs to be checked is Campus Administrative Staff Listings at http://www.nvcc.edu/phone/staff.htm.

Please forward your corrections on the above areas and any other errors you might notice in the printed version to Dale Seward at dseward@nvcc.edu no later than Friday, August 1. The printing process will begin on August 4. The directory will be printed in early fall, and updated on the Web at that time.

Faculty and staff telephone listings are no longer printed. They are available online at http://www.nvcc.edu/directory/. The information there is updated weekly and is taken directly from our HR database. Faculty and staff can help make sure their listings are correct by checking their online information. Be sure to click on your name to see all the details on the second page. To have something corrected there, please send an e-mail with the correct information to hreservice@nvcc.edu (HR e-service in our Outlook listing).

Thank you for your assistance!

EmployeeDirect Undergoing Maintenance - What You Should Know

EmployeeDirect (EDirect), the state's online health and flexible accounts enrollment system, will be undergoing systems maintenance through the month of July. During this time employees can use EmployeeDirect to review their Health Benefits Profile, but cannot use EmployeeDirect to enroll or make changes. Health and/or flexible enrollments will require an enrollment form which can be downloaded at: http://www.dhram.virginia.gov/statefrm/health/ActiveEnroll08.pdf. Completed forms must be submitted to the Benefits Team in Human Resources for processing.

Resumed availability of EDirect will be communicated upon receipt of notification from the Department of Human Resource Management. Please e-mail Janice Cottingham in Human Resources with any questions at jcottingham@nvcc.edu.
Workplace Mentoring: Fairfax County Public Schools and NOVA Collaborative Effort

Fairfax County Public School (FCPS) and NOVA, Annandale Campus, are entering their third year of a collaborative effort to provide opportunities for 18 to 22 year-old students with disabilities still enrolled in high school and have demonstrated potential for independent employment upon graduation.

To achieve the goal of independent employment, these students need the opportunity to practice full independence in the areas of employment skills, self-advocacy skills, travel and time management. Students are placed in volunteer work experience positions in departments and divisions on the Annandale Campus. Of the nine students enrolled in the first cohort, eight are currently employed. Present employment includes positions as courtesy clerks, record keepers, clerical assistants, computer repairmen, child care and recreational aides. Six students make use of public transportation by bus or rail and two students travel by car.

Students are seeking volunteer positions for the upcoming year in all departments and divisions on the Annandale Campus. To learn more about the program and how you can participate, please contact Carol Sweetser at 703-323-3187 or Christine Holt at 703-764-7784.

Microsoft Products Discounted for NOVA Faculty, Staff and Students

Through an agreement that Virginia’s Community Colleges System (VCCS) reached with the Microsoft Corporation, we are now able to offer several Microsoft products at substantial discounts to all students, faculty and staff.

Products such as MS Office Professional 2007, MS Office Standard 2007 and MS Office Mac 2008 are available at excellent discounts. For example, Microsoft Office Professional that normally retails for $499, is available to students, faculty and staff for personal home use at $84.98 (not including tax and shipping).

Journey Education Marketing is handling the fulfillment of these products for our students, faculty and staff. Products can be ordered online at http://www.JourneyEd.com/Select or by calling 800-874-9001.

Journey Education Marketing will handle the entire transaction and orders can be placed online by selecting the state and then the college from the drop down menu. Faculty, staff and students then select their product of choice. Verification of educational or employment status is necessary. The product is shipped directly to a home address from their warehouse. Customer service issues are handled either by e-mail or phone. Please note that only one copy of any product can be purchased.
The next free session is

Thursday, July 31st at 10:00 am

Hosted by: NOVA’s Alexandria Campus
Location: Bisdorf Building Room AA159
3001 N. Beauregard Street, Alexandria, VA 22311

We are working to help our community feel comfortable using the Internet for Medicare education.

Trained Navigators will guide you through reliable Medicare Web sites recommended by the National Council on Aging.

These sessions are open to anyone interested in learning about Medicare – Medicare beneficiaries of all ages, their families, caregivers and community members.

Please bring your Medicare Number, Medicare Part D Prescription Drug Plan Number, Medicare Advantage or Medigap Policy Number as they can help you navigate through some of the sites. Please note that you can still benefit from the session if you don’t have your numbers.

Register by calling: 703.845.6222

The My Medicare Matters Navigator project is an initiative of My Medicare Matters, a community-based education program designed to help people with Medicare and their families better understand Medicare prescription drug coverage. My Medicare Matters works to help seniors and caregivers assess their personal situation, understand their choices, compare plan options and make decisions they believe are right for their health and financial situation. My Medicare Matters is sponsored by National Council on the Aging and the Access to Benefits Coalition, with support from AstraZeneca Pharmaceuticals LP.

Parking available in the visitor/metered parking lot located near the intersection of Route 7 (Leesburg Pike), Beauregard St. and Seminary Rd. The campus is served by Metro Bus Routes 25 A-R, 28 A-B, and 28C (King Street Metro), and Alexandria Transit Authority Dash Bus Route AT6.
Standards of Conduct: Using the Progressive Disciplinary Process to Influence Change in Performance.

Sponsored by: NOVA Human Resources Department

Audience: Any supervisor or manager (faculty and classified staff) who manages classified staff.

Facilitator: Marleen McCabe, Ph.D.
Associate Director Employee Relations

Workshop Objectives: By the end of this workshop, participants will be able to...

- Identify the steps in the Progressive Disciplinary Process.
- Identify the applicable violation category(ies) according to policy.
- Assess the most appropriate course of action to take when addressing performance and conduct issues.
- Identify at which stage in the coaching/disciplinary process managers want to and need to contact HR for assistance.
- Clarify the need for “due process.”

Pre-registration is needed for effective planning purposes.

All registrations will be acknowledged by return e-mail. Room location will be provided in your registration acknowledgement. Please e-mail registration

TO: hrdtraining@nvcc.edu
CC: (your supervisor, if required by that individual)
SUBJECT: Standards of Conduct at NOVA
BODY: Please list session you plan to attend:

<table>
<thead>
<tr>
<th>NOVA Campus</th>
<th>Date and Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alexandria</td>
<td>Tuesday, July 22nd 10:00 A.M. – 12:00 P.M.</td>
</tr>
<tr>
<td>Loudoun</td>
<td>Thursday, July 24th 10:00 A.M. – 12:00 P.M.</td>
</tr>
<tr>
<td>Woodbridge</td>
<td>Wednesday, July 30th 10:00 A.M. – 12:00 P.M.</td>
</tr>
<tr>
<td>Annandale</td>
<td>Wednesday, August 6th 10:00 A.M. – 12:00 P.M.</td>
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