NOVA Staff Honored for Campaign Efforts

For successful leadership in the 2006 Commonwealth of Virginia Campaign, NOVA employees Susan Barth, Charlotte Wilhelmi and Maria Nieto-Shahsavarian received award recognition from Sara Wilson, director of human resources for the Commonwealth of Virginia.

The “Pinnacle Award” was given to agencies that had at least a 30 percent increase in dollars or participation and/or the agency raised more money than any previous year. The College raised over $24,000 during this year’s campaign. Congratulations!

Left to right: Sara Wilson, Susan Barth, Charlotte Wilhelmi and Maria Nieto-Shahsavarian.

Job Posting Service “NOVATRAK” Makes College Debut

The career development advisory group announces that the College is partnering with MonsterTrak to create a free job posting service called NOVATRAK. Employers are now able to post their jobs and students are able to post their résumés and search for jobs online.

An important NOVATRAK feature is the Career Connection and Alumni Network (CCAN). Alumni can sign up through CCAN to serve as mentors to current NOVA students and fellow alumni. Mentors can serve as contacts for informational interviews, guest speakers on panels and other career related activities. As a mentor, alumni decide in which types of program(s) they would like to participate and how they wish to be contacted: by phone, e-mail or letter at work or home. There is no charge for this service and it’s a great way to give back to the College.

To get started, visit http://www.nvcc.edu/careerstart and click on the NOVATRAK logo on the right-hand side of the page, then click on either “students,” “employer” or “alumni and friends.” Students need to register before they can post their résumés to the site. Students who need help building effective résumés are encouraged to meet with a career counselor. Special thanks to Cathy Simpson, director of the Technical Applications Center (TAC), and Cuong Hua, TAC web designer/developer, for their support and assistance with this project.
Legislators Meet With “Virginia’s Future”

Students, faculty and staff from both the Woodbridge and Alexandria Campuses recently joined NOVA President Robert G. Templin, Jr. in Richmond to meet with legislators to discuss higher education concerns.

The Woodbridge Campus group, led by Provost Sam Hill, Dean Ed Banas and Professor Al Ross, met with Senator Charles Colgan, Senator Jay O’Brien, Senator Linda “Toddy” Puller, Delegate Bob Marshall, Delegate Jeffrey Frederick, Delegate Michele McQuigg and Delegate Harry Parrish.

On March 2, the Alexandria Campus delegation joined Templin in thanking the representatives for their support of NOVA, and asking for additional financial support in the future. Dr. Glenn DuBois, chancellor of the VCCS, talked to the group and encouraged the students to “tell their stories” to the representatives and explain what NOVA has meant to them.

NOVA President Robert G. Templin Jr. and VCCS Chancellor Glenn DuBois expressed their appreciation to both the Woodbridge (top) and Alexandria (bottom) groups who met with General Assembly legislators.

Krowl Featured at Lyceum Event

The Annandale Lyceum committee will present an afternoon talk with Dr. Michelle A. Krowl, adjunct professor of history at NOVA. Krowl will talk about her new book, Women of the Civil War, at 12:30 p.m. on April 13 in the Ernst Center forum.

Women of the Civil War has just been published by Pomegranate Press for the Library of Congress as part of the Library’s “Women Who Dare” series. Krowl has written on various Civil War topics and is the co-author of a recent book on the history of Quantico, Virginia. She earned her doctorate in American history at the University of California at Berkeley and is a research assistant to historian Doris Kearns Goodwin. All faculty and staff are invited to this final Lyceum event of the year.

Loudoun Presents “Juliet & Romeo”

The Loudoun Campus will present “Juliet & Romeo” at 7:30 p.m. on March 30, 31 and April 1, and at 2:00 p.m. on April 2 at the Waddell Theatre. Directed by student Traci Brooks, this contemporary adaptation of “Romeo and Juliet” tells the familiar story through a rearranged timeline, beginning at the end with Romeo and Juliet’s deaths, and ending at the beginning, when they are alive and in love. Though the settings and characters may be different from William Shakespeare’s original work, the themes of love, loyalty and the choices we make remain at the forefront.

Tickets are $5 at the door. For more information, contact Natalie Safley at 703-948-7701 or by e-mail at nsafley@nvcc.edu.

Who writes Intercom? YOU DO!

See the Intercom submission guidelines at: http://www.nvcc.edu/pip/guidelines
Collages on Display at Manassas

Randy Michener, fine arts (MA), recently hosted a reception for design instructor Jim Burford who is exhibiting collages at the Manassas Campus. Burford’s pieces were inspired by the Gee’s Bend quilts made by African-American women from the rural South who combined scraps of old clothing into striking abstract patterns. Burford fused tar paper, insulation material and scraps of paper to evoke their living conditions and their quilts. He also incorporated his interest in Japanese scroll painting into the large pieces that will be on display in Colgan Hall through March 27.

Jim Burford (left) explains the inspiration for his large-scale collages to Randy Michener, including “Kubuki Roll I” (pictured).

Photo by Carlene Mackereth

News From Human Resources...

Cross Campus Day a Success If you missed this year’s Classified Staff Cross Campus Day, you missed a great one! Feedback from attendees indicated this one was the “best ever.” With the majority of committee members returning, we expect to be able to put on another beneficial professional development day for College employees next year. We will also continue to hold it during Spring Break, so beware the Ides of March 2007, because that’s the tentative date for next year’s event. Thanks to Teresa Clark (WO), Dana Kenney (CS), Karen Kempter (AN), Willis Lonzer (AL), Valerie Mills (AN), Irene Osterman (AN), Cynthia Williams (MEC), Gert Heslin (LO) and Dorothy Richardson (LO) for their help in planning the event and assistance with publicity on their campuses.

Summer Tuition Assistance Notification Employees who want to apply for tuition assistance for any summer session must submit completed requests to HR by April 25. All eligible employees can apply for tuition assistance and are reminded to do so prior to registration in a course. Employees need to make sure requests are complete, including requisite documentation, if applicable. Incomplete requests may not be approved. Faculty must complete a VCCS-16 (Rev. 1/99) and classified staff must complete an NVCC 105-43 (Rev. 02/05). The online version of the faculty and classified staff handbooks provide current information about educational assistance policy, funding limitations and application procedures. For additional help, call Kathy Weiner at 703-323-4247 or see the FAQ sheet attached to this edition of Intercom.

Human Resources Training Courses Available Online If you’re planning to hire a new employee or are going to be on a selection committee, it’s time to bone-up on the College’s training for employment discrimination prevention. Also, did you know that all College employees are required to complete “Preventing Sexual Harassment” training? Recognizing that it was not always practical for every employee who needed this training to attend in person, HR recently purchased two online programs that will offer the same information through the College’s Web site. Both links are found on the Human Resources page and include all instructions, including versions for both supervisory and non-supervisory personnel. Anyone who supervises other employees must complete the supervisory module. At the conclusion of each program, employees must complete the mastery quiz, which will automatically generate a completion certificate. Employees must sign and send a copy of the certificate to HR to receive training credit. There is also an evaluation at the end of each program that will be used to help gauge the effectiveness of these products.

Chancellor’s Fellowship for Classified Staff The VCCS chancellor’s office invites classified staff members to apply for the 2006-2007 Chancellor's Fellowship for Classified Staff. This is a great opportunity to pursue degree studies that will enhance your ability to contribute to the College mission. NOVA has had a successful Chancellor’s Fellowship applicant in seven of the 11 years of this program. More information is attached to this edition of Intercom.
Safety Corner - Stay Flu Free

Even with the onset of spring, flu season continues. Washing your hands is the most important personal hygiene practice that will reduce your chances of getting sick. Keep public instruments such as telephones and computers clean. As always, use common sense as a guide. Build and maintain your stamina; adopt and maintain a good diet; drink plenty of water and fluids. If you are sick, please stay at home; build and maintain a strong sick leave balance when healthy. For more information on seasonal flu and other flu challenges, visit http://www.cdc.gov.

Dance Theatre Celebrates Women’s History Month

On April 7, the Kathy Harty Gray Dance Theatre (KHGDT) will present Women Win the Vote at 8:00 p.m. in the Schlesinger Center on the Alexandria Campus. Set at the former Occoquan Workhouse prison, Women Win the Vote follows legendary suffragists Alice Paul and Lucy Burns and their contemporaries as they are incarcerated, stage a hunger strike and ultimately learn of their vindication—the passage of the 19th constitutional amendment giving women the right to vote. After its debut on April 7, this piece will be included in a full-length concert that will tour the state in 2007 as part of the celebration of the 400th anniversary of the founding of Jamestown colony. The KHGDT will also present Dance History Pageant, celebrating the pioneers of American modern dance. Completing the concert will be a second new work - Asian Garden and a reprise of Baroque Excursion.

Woodbridge Campus, Lyceum Committee Host Upcoming Talks

On April 12 at 7:00 p.m., the Campus theater hosts screenwriter and television producer John Romano whose feature length films include 2004’s Intolerable Cruelty and the upcoming American Pastoral, adapted from the Philip Roth novel. Romano was the executive producer of television shows “Third Watch,” “Party of Five” and “Knots Landing,” and was the creator/executive producer of the pilot of Fox’s “24.” Before his career in movies and television, Romano was a professor of English at Columbia University. After receiving his Ph.D. from Yale, he wrote for the New York Times Book Review and published a book on 19th century literature. A Fellow of the Los Angeles Institute for the Humanities, he addressed the House Committee on Foreign Affairs after 9/11 on Hollywood’s role in projecting America’s image abroad.

On April 18 at 7:00 p.m., Joyce Maynard will discuss her career as a novelist and memoirist in the Campus theatre. A native of New Hampshire, Maynard first came to national attention with the publication of her New York Times cover story, “An Eighteen Year Old Looks Back on Life,” in 1973. Since then, she has been a reporter and columnist for the Times, a syndicated newspaper columnist, regular contributor to National Public Radio and numerous national magazines including O (The Oprah Magazine), MORE, Parenting, Redbook and The New York Times Magazine. She is the author of eight books including the bestselling memoir, At Home in the World. Her fifth novel, The Cloud Chamber, was published in 2005.

Each writer will read from published works and discuss the writing life. There will also be a question and answer session during each reading. Both readings and discussions, sponsored and produced by the Lyceum Committee of the Woodbridge Campus, are free and open to the public. For more information, contact Robert Bausch, communication and humanities (WO), at 703-878-5664.

Who’s Who Banquet Set for April 5

The annual banquet honoring students who have been selected for inclusion in the 2006 Who’s Who Among Students in American Junior Colleges is scheduled for April 5 at 6:30 p.m. in the Ernst Center. This year, 51 NOVA students will be recognized during the ceremony. The keynote speaker is Jake Davison, a 1993 NOVA alumnus who currently serves as an NVCC Educational Foundation board member.

Who’s Who is one of the most highly regarded and long-standing programs in the nation, having earned the overwhelming respect of college faculties and administrations.
Coming Soon!!

National Library Week
April 2-8, 2006

Change your world @your library™

1) Contest: March 13 to March 31 – Students are encouraged to use their creativity and submit a one page essay, poem, or original art (poster, painting, sculpture) to show how the library has changed your world or helped you to change the world. All entries are due by March 31. Entries will be judged on creativity and articulation. The winner will receive a 256MB jump drive. The winners will be announced on Wednesday, April 5.

2) Luncheon: April 5, 12:00 p.m. to 1:00 p.m. – A lunch will be served in the lobby of the library. Free to all students. The winner of the writing/art contest will be announced at 12:30 p.m.

3) Contest: April 3 to April 8 – Students can guess the number of books it took to construct a reading chair. The winner will be the person who comes closest to guessing the number without going over. Contest ends at noon on April 8. Winners to be notified via e-mail.

4) Contest: April 3 to April 8 – Treasure Hunt. Students are encouraged to explore the library and discover new things while competing for prizes. Contest ends at noon on April 8. Winners to be notified via e-mail.
APPLICATIONS ARE NOW BEING ACCEPTED

FOR THE 2006-2007

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 2006-2007 academic year, two 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. NVCC has had a successful Chancellor’s Fellowship applicant in seven out of the 11 years of this program. Previous winners include:

1996 Farah Afrasiabi 1999 Linda Sheridan
1997 Zohair Monshizada 2000 Felipe Iturralde

The Chancellor’s Fellowship includes the following:

❖ Financial support for tuition and mandatory fees
❖ Up to one academic year’s leave of absence with one-half pay
❖ Continuation of insurance, retirement, the State’s portion of health insurance and seniority.

Eligibility Requirements

➢ Three consecutive years in a full-time state-funded classified position at a community college or the System Office
➢ Enrollment in a degree program from a Virginia state-supported institution of higher education
➢ Approval from supervisory chain of command
➢ Recommendation by Dr. Templin

Application Packet

➢ Submit a completed application form
➢ Submit three letters of endorsement and a recommendation letter from Dr. Templin
➢ Submit verification of acceptance in a degree program. If currently enrolled in a program, also include transcripts.

COMPLETED APPLICATION PACKETS MUST BE RECEIVED IN THE NVCC HUMAN RESOURCES OFFICE BY 5:00 p.m. APRIL 10, 2006 IN ORDER TO MEET THE VCCS DEADLINE.
FOR ADDITIONAL INFORMATION CONTACT KATHY WEINER AT 703-323-4247
Employee Tuition Assistance FAQ

Q: Are P-14 employees eligible for tuition assistance?

A: To be eligible for tuition assistance, a P-14 must be hired to work at least 20 hours per week and the course must be job related. The College’s definition of job related is, “skills required to maintain or improve present job performance.”

Q: Can employees get tuition assistance for classes being taken through Continuing Education/Workforce Development and what about distance learning courses?

A: Yes, in most cases and as long as the employee is eligible for tuition assistance employees may apply for funding support in distance learning classes and coursework where CEUs will be earned. The tuition assistance application procedures and published deadlines apply for continuing education classes, as well as for distance learning.

Q: If I submit a completed request to the Department of Human Resources, when can one expect to hear if it is approved?

A: Typically, it takes just a few days for HR to take action on completed requests. We respond to all completed requests received in our office, even those that do not qualify for funding support. Employees who have submitted completed requests to HR are encouraged to check on the status of their request if they do not get a response within a reasonable time period. Delay is often due to incomplete information or that the employee is using the wrong form.

Q: What documentation is required to obtain reimbursement of tuition?

A: Along with a check requisition, the following three pieces of documentation are needed: a copy of the HR pre-approved request; a grade report for the course listed on the request; cancelled check or credit card receipt.