

Administrative Council
September 11, 2018

Members Present: Vice President Gabriel, Dr. Haggray, Dr. Hilbert, Dr. Hill, Dr. Knights, Dr. Leidig, Dr. Lynch, Dr. Reaves, President Ralls, Vice President Partridge, Vice President Sachs, Executive Vice President Schiavelli, Vice President Dimkova and Vice President Weatherly.

Guests: Ms. Charlotte Calobrisi, Associate Vice President for HR, Legal Counsel Robyn Seabrook, Senate Chair Lisa Stelle, Dr. Angela Williams, Director of Pathways Baccalaureate Program, Dr. Sheri Robertson, AVP for Academic Services and Ms. Rachele Thompson, Financial Stability Program Coordinator.

REPORT: ADVANCE TECH

Dr. Robertson presented the Advance Technology Task Force action plan. This Task Force was charged to establish a proposal that includes multiple guided pathways related to technology careers, with a clear roadmap that clarifies routes to credentials and degrees; a plan for how to earn credit through certificates, internship experiences, and prior learning experience, and apply this credit to degree plans; a pipeline from high school to NOVA to Mason for tech-focused students; and employer input and commitment to program development.

This Task Force is a subset for everything that has been done for ADVANCE. It is comprised of half George Mason representatives and half NOVA representatives. There are 21 Pathways programs already in place, not all of them in tech areas. The College is missing important ones, such as IT AS. This Task Force would like to continue to build pathways for existing degrees and for emerging areas.

The Task Force would like to consider developing a Computer Science AS pathway to Mason CS or Mason IT. They would also like to develop emerging programs as indicated by industry needs.

Dr. Robertson stated that NOVA may need some pathway for data analytics, but really data visualization is more like what NOVA can prepare students for. The Task Force believes that NOVA may need statistics.

Dr. Robertson also reported that the College should enhance pathway maps to include internships, certifications, and, if applicable, credit for prior learning. This would include industries that offer certifications, especially what NOVA's Workforce division offers. The Task Force is already working to align NOVA courses with certifications. The Task Force also thinks that NOVA should participate in a joint meeting with community college partners, Mason faculty and military education specialists to discuss evaluating credit for MOS.

Dr. Robertson reported that George Mason already grants 6 credits to anyone who presents a Joint Services Transcript. NOVA would need George Mason faculty buy-in, if the College is going to consider asking them to support credit for prior learning (CPL). NOVA and Mason faculty would need to look at the VCCS Veterans' Portal as well as current ACE recommendations and NOVA's CPL Manual.

Dr. Robertson reported that the Task Force recommends that NOVA and Mason should market ADVANCE to industry associations to help find companies willing to offer internships. The College needs to figure out the right point in each Pathway for students to do internships. The College still has to figure out rules for internships. George Mason wants NOVA to look at their guidelines.

Dr. Robertson also discussed the high school dual enrollment courses which are offered by NOVA and Mason. High school Perkins degree maps include some for IST AAS. NOVA has dual enrollment pathways through high schools and NOVA that are different from Perkins pathways. The Task Force will try to collaborate with dual enrollment at NOVA and the schools to have pathways that are realistic and that are more or less the same for both purposes.

Regarding employer input, the College needs to consider the information from employers' representatives who attended a luncheon sponsored by the Task Force. Topics employers recommended included: security clearances are required to work for most government agencies and contractors, there is a wide range of IT-related careers, not just coding, focus more on Scripting Skills, creativity and innovation are important, real-world experience matters, offer summer training camps or boot camps that focus on synthesizing lessons learned, develop mentorship/internship programs between industry and NOVA/Mason ADVANCE students, build more projects and case studies into our courses, and/or incorporate capstone courses into all tech programs.

The College should continue to update the advisory committees and make sure they meet. Via Perkins meetings, consider information from the advisory committees serving the local schools and a review of the College curricula to be sure they include all the points noted above and to include projects and case studies.

REPORT: RPK Specialization Discontinuance

Dr. Hilbert distributed a letter sent to the curriculum committee in January regarding termination of the Recs and Parks Management Program.

Dr. Hilbert reported that in December of 2016 a Fairfax County Parks person stated that 90% of parks employees at some time or another were students in the NOVA Rec and Parks program. All were saying that employers usually choose Bachelor's degreed people for full-time positions, mainly because there are enough of them and the AS graduates cannot compete. However, the AS, and even those with certificates, are often hired for summer or temp positions.

Dr. Hilbert mentioned that initially it was reported by Chris Golbecker, Lakefront Park manager and an adjunct with NOVA, that Fairfax County usually preferred to hire someone with a bachelor's degree. But he now states that Fairfax County uses a merit system in which the best candidate is hired.

In addition, Dr. Hilbert distributed the enrollment report for fall 2012 through fall 2016 by FTE and Discipline. It showed that though there was a slight increase in the program in Fall 2016 to 18.5 FTE, that was coming back from a 13.3 FTE in Fall 2014.

Dr. Hilbert also reported that by October 2017, only 3 classes (late-start classes) barely made enrollment and none were full. By March 2018, only 2 classes barely made enrollment. In Fall 2018, 2 classes are barely making enrollment. There are no full time faculty in this program. It is an expensive program. This program is a specialization within the General Studies degree. According to Dr. Ralls, the Recs and Parks program is listed second in degrees for underemployment.

Dr. Hilbert supported the original proposal sent to Curriculum Committee to terminate the RPK program. She would like the college to terminate the program, and thus cease taking any new majors, but to honor the standard three- year teach out plan to serve current students with RPK as a declared major.

Dr. Ralls motioned to approve the proposal to terminate the RPK program. The Council voted and with no objection it was approved unanimously.

REPORT: Fall 2018 Enrollment

Reporting on Fall enrollment (as of September 11), Dr. Gabriel stated that Fall 2018 FTES is 2.4 percent less than that of Fall 2017 FTES. The Headcount is similarly down 2.6 percent compared to the same point in time last year. Earlier in the day Enrollment Cancellation was completed and the College dropped 1,110 students from 2,090 classes due to nonpayment.

Dr. Gabriel pointed out that compared to the enrollment status in late July, the College has made significant progress in minimizing the enrollment decline. This was partly due to the collaborative work by various stakeholder groups at the College. Currently, VCCS FTES is 4 percent lower system-wide for Fall 2018.

According to him, if enrollment in the Second 8-Week Session is robust, the College could end the semester with less than 1.0 percent decline compared to Fall 2017.

DISCUSSION: Student Success Plan 2018-19 Implementation and Messaging

Dr. Schiavelli reported that the Student Success Plan for tuition money was approved. Outcomes and reports for the Chancellor will be due each July starting next July 2019, for next 3 years.

Dr. Schiavelli highlighted the strategic retention goal which is to increase spring to fall retention by 1% annually starting with Spring 2019 to Fall 2019 so that by Spring 2021 to Fall 2021 NOVA realizes an increase of 3% or more over present spring to fall retention levels.

Dr. Schiavelli talked about things that could be done for retention and how to market NOVA. For example, starting this Fall, letting students know that the FAFSA submission for 2019-2020 aid year is October 1, 2018. NOVA can market this through high school outreach, FAFSA workshops, FA TV resource messaging and web messaging "Fill out your FAFSA". Other ways would be during Virginia application week through high school outreach and ADVANCE marketing in high schools. We should also be doing academic planning for subsequent terms.

In looking forward, Dr. Schiavelli wants retention ideas for NOVA.

Other Business/Announcements

- Dr. Ralls thanked Ms. Rachelle Thompson, Coordinator of NOVA's Financial Stability Program in the Office of Institutional Effectiveness & Student Success for the Green Bag Program. He commented on the amazing and informative presentation she provided at Convocation. Dr. Ralls reported that it had a huge impact on the NOVA Board. He stated that he would like Administrative Council to do something similar by collecting food to fill the green bags and take them to the Administrative Council meetings when they meet on the campuses. Ms. Thompson distributed the green bags to the Council members.
- Dr. Ralls introduced Dr. Angela Williams, the new Director of Pathway to the Baccalaureate Program. She will be reporting directly to Dr. Gabriel. Dr. Williams comes to NOVA with over 16 years of experience in Higher Education. She stated how excited she is to be at NOVA. She mentioned how passionate she is about seeing students be successful. She stated that if students are successful, then the College is successful. Dr. Ralls thanked her for taking on this important role.
- Police Chief Dan Dusseau and Mr. Tom Mayhew, Director of Emergency Management and Planning, provided an update on hurricane Florence and the possible impact to the College.
- Dr. Ralls announced that Ms. Elizabeth Weatherly, Vice President of Institutional Advancement, will be leaving the college in late Fall. Elizabeth's husband has had a job relocation to Tennessee. Dr. Ralls noted that in the brief time she has been here at NOVA she has made a real contribution.
- Ms. Weatherly reminded Council members about the Foundation Dinner is being held September 12 at the McLean Hilton.

UPCOMING AC MEETINGS:

- September 25 Woodbridge Provost Conference Room
- October 16 Brault Conference Room 306
- October 30 Manassas Provost Conference Room
- November 13 Brault Conference Room 306
- December 4 Brault Conference Room 306

UPCOMING AGENDA ITEMS:

- Library Services Report
- Instructional Calendar and Holidays
- Curriculum Committee Action Report

Note Taker: Yovana Burns