

Administrative Council Zoom Meeting
October 6, 2020
10:30-12:30

Members Present: Vice President Dimkova, Vice President Gabriel, Dr. Hilbert, Dr. Hill, Dr. Knights, President Kress, Dr. Leidig, Dr. Lynch, Vice President Partridge, Dr. Reaves, Dr. Robertson, Vice President Villagran-Glover

Standing Guests: Mr. Allen Sinner, Deputy CIO, Ms. Charlotte Calobrisi, Associate Vice President of Human Resources, Ms. Corinne Hurst, Executive Office Manager, Ms. Lindsay Mills, Executive Assistant and Recorder

SACSCOC: Table Read

The Administrative Council will conduct a collective table read of the SACSCOC Compliance Certification on October 28, 29 and November 2. Dr. Gabriel recommended to begin planning the logistics for the table read today as well as during the next Administrative Council meeting scheduled for October 20. He went on to state almost all, if not all, of the standard sections will have come back from the second read with the consultant prior to the table read. Dr. Kress reiterated the purpose of conducting a table read is to ensure the Compliance Certification is as honest and as clear as possible by providing constructive and critical feedback for all to discuss and implement. She indicated she would be assigning a section to each member of Administrative Council for which they will read aloud at the table reading and encouraged as many people as possible to attend. Dr. Kress asked for Ms. Mills to document suggestions and edits during the table read. Lastly, she thanked Dr. Reaves for her assistance and involvement with the accreditation process.

Replicating UVA Study: Early Results

Dr. Kress explained how the University of Virginia conducted a study to evaluate the impact of the shift to remote learning in Spring on students' course completion. The results showed a decline in course completion among a portion of the student body. She asked Dr. Gabriel to replicate the study at NOVA.

Referencing the "Impact of the Shift to Online Learning During the COVID-19 Crisis on Course Completion at NOVA" document, Dr. Gabriel explained that the overall results reflected an estimated 6.6 percentage point decrease in course completion due to the shift from in-person to online instruction relative to the course completion rate among in-person observations in the pre-COVID comparison terms of 82.9% completion rates.

Dr. Gabriel explained the study controlled for three types of student characteristics: academic, demographic and course related. He stated the study was an effort to replicate the model as closely as possible to the one UVA conducted. Dr. Robertson stated she would be interested in looking at the results with the "I" grades incorporated as she feels they may contribute to a large percentage of the course

completion decrease for the summer. Dr. Leidig also mentioned examining the “F” grades as well would be very beneficial explaining many students do not withdraw themselves which then attributes to the “F” grade.

Summer 2021 Working Calendar

Dr. Robertson shared with the Administrative Council the draft Summer 2021 working calendar. In addition, she requested that the Council consider the tentative dates planned for NOVA Online Summer 2021 and asked if the campus-based and NOVA Online schedules should be considered simultaneously. The Administrative Council reviewed the proposed dates, evaluated the continuation of the two 6-week, 8-week, 10-week and 12-week sessions, and whether integrating the Summer 2021 calendar with the NOL calendar is practical.

Dr. Robertson queried the Administrative Council about the continuation of special short sessions for developmental math. It was determined it would not be necessary given the state of enrollment for developmental math.

After evaluating the sessions, and discussing new session possibilities, Dr. Kress requested that Dr. Robertson create a chart with the proposed options for distribution and further discussion and finalization. The new calendar will not include the short sessions have been offered for developmental math classes. It will reflect the Council’s agreement to remove the campus-based 8-week session and add a middle 6-week session.

Dr. Kress transitioned into a discussion regarding Summer 2021 classes being scheduled on Sundays. Dr. Robertson noted that certain disciplines do offer a number of Sunday classes. As classes are scheduled, class times will have to be adjusted to account for holidays.

Lastly, Dr. Robertson stated the NOVA Online calendar is currently presented separately in the Schedule of Classes. Dr. Kress recommended bringing NOL in line with the calendar created for campus-based classes. This would also include course cancelation decisions for both online and campus classes. In addition, Dr. Kress suggested Dr. Lerner research other college models in relation to online scheduling for comparison and possible implementation. Dr. Kress also recommended asking Ad Astra for a definitive outline of all class times offering the suggestion that start times should be based on the needs of NOVA’s students and not just a traditional, or standard, start schedule.

Operation Graduation

Dr. Frances Villagran-Glover provided an update to the Administrative Council indicating that Dr. Sachs had provided a report in the summer which showed how many students had completed enough credentials in order to receive a degree or certificate. A small group of RS3s were asked to contact these individuals, over 3,100 students, and it was reported that approximately 36% of students did apply for graduation.

Dr. Villagran-Glover also indicated the VCCS referred to each college to create a policy regarding auto-graduation and she would prefer to explore the implementation of the process. Dr. Kress recommended an ‘opt out’ option for students who are continuing their studies or do have excess credits but do not wish to be considered for auto-grad.

A general discussion took place regarding students changing programs during their studies and how it affects their financial aid standing.

Dr. Kress noted that in some systems, a degree is made up of multiple certificates which are embedded in the degree pathway, so if students were to “stop-out” they would leave with a credential. Each certificate completed equates to points within that state’s performance-based funding model. There was a general discussion about the VCCS performance-based funding model, which led to an agreement that it would benefit all of Administrative Council to better understand this process. Dr. Kress asked Ms. Dimkova and Dr. Gabriel to provide an overview of the performance-based funding model at the next Administrative Council meeting.

Lastly, Dr. Kress requested an update regarding individual campus graduation planning. Dr. Villagran-Glover explained she will be meeting with the Provosts for in-length discussions surrounding the logistics of each ceremony.

Proctoring

Dr. Kress explained students, as well as parents, have expressed concern over proctoring measures. She emphasized the need to validate these concerns and to find another option that will not create on-going stress and concern for students moving forward. Dr. Kress asked the Administrative Council to think about who should come together to assist the College in creating a new approach to proctoring or to assess student learning.

Achieving the Dream: Nominations and Data Workshop

The Administrative Council discussed the nominations submitted. Dr. Kress confirmed the two individuals selected, one academic representative and one student services representative, will receive release time in order to complete the AtD activities. The Administrative Council voted on the nominations and selected Ms. Kirstin Riddick and Dr. Nathan Carter to complete this work. Dr. Kress will reach out to each of them, including Dr. Villagran-Glover and Dr. Robertson, to explain they were selected and to ensure they agree to the commitment.

Dr. Kress reminded the Administrative Council of the upcoming AtD Data Equity Workshop. Dr. Gabriel indicated there was still time to register and stated the Provosts and VPs, as well as his office, should submit a list of potential attendees noting it would cost \$300 per person. Dr. Kress stated she would also ask Ms. Riddick and Dr. Carter to participate as well.

Performance Management and Renewal Timelines

Dr. Kress reminded the Administrative Council that there is a deadline for continuation decisions for faculty on one-year and multi-year appointments. Ms. Calobrisi reminded the Administrative Council that if supervisors have faculty who will not be recommended for continued appointments, the appropriate information needs to be submitted by January 15, 2021.

Upcoming Meetings

October 20: Zoom, 10:30am-12:30pm
November 10: Zoom, 9:30am-11:30am
November 24: Zoom, 9:30am-11:30am
December 1: TBD, 9:30am-11:30am
December 15: TBD, 9:30am-11:30am
