

**Administrative Council**  
**April 14, 2020**

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

**Standing Guests:** Ms. Charlotte Calobrisi, Associate Vice President of Human Resources, Ms. Corinne Hurst, Executive Office Manager, Ms. Akiva Kirkland, Paralegal and College Recorder.

**DISCUSSION: MCKINSEY REPORT ON HIGHER ED POST PANDEMIC AND NOVA PLANNING:**

Dr. Kress shared the details of the VCCS Presidents' Zoom meeting she attended on April 14, where she and other Presidents in the System discussed concerns about the impact COVID-19 will have on enrollment numbers, and their budgets. Also discussed was how to best move forward with the federal stimulus funds each college has received. Prior to the Administrative Council meeting, Dr. Kress shared an article posted to the website of McKinsey & Company dated April 3. The article, "Coronavirus: How should US higher education plan for an uncertain future?" (Bevins, Bryant, Krishnan, & Law 2020, Part I), listed the following: implications for teaching and learning; student enrollment, equity and experience; faculty and staff; infrastructure; and finances. The Council members discussed the implications listed in the article and how they planned to prepare for them here at NOVA. Dr. Kress and the Council members also discussed their thoughts on engaging shared governance and key stakeholders, aligning with the Strategic Plan, and documenting for SACS.

**UPDATE: SACSCOC REAFFIRMATION:**

**Compliance Certification**

- All owners of Standards will upload their assigned narratives to Compliance Assist by April 20, 2020.
- Members of the Steering Committee are in the process of reviewing some of the Standards and providing feedback to the owners of the Standards.
- NOVA has retained a consultant, Dr. Marty Sharpe, to review the Standards to ensure the narratives make the case for compliance and include sufficient supporting documentation.
  - The consultant will perform two rounds of reviews.
  - Round 1 is expected to be completed by the end of June 2020.
  - As of April 10, 2020, the consultant is reviewing Standards 1 through 3.

- Nine Administrative Council members are also members of the Steering Committee. After the consultant's first round of review, these members will have an extensive discussion with the consultant to evaluate the level of preparedness at that stage.
- If there are early signs in the Compliance Certification that a specific Standard is problematic, there will be a discussion at the senior leadership level.
- As needed, Dr. Kress will determine whether she requires an update from the consultant regarding the status of the Compliance Certification.
- From July 1 to September 30, 2020, the consultant will perform the second round of review of all Standards.
- If there are Standards that need additional work, owners will address the issues from October 2020 through the end of November 2020.
- Beginning in October 2020, a copy editor/writer will review all the narratives of the Standards, edit, and enhance the writing.
- NOVA will submit the Compliance Certification to SACSCOC by March 1, 2021.

### **Quality Enhancement Plan**

- Based on the Administrative Council discussion on March 31, 2020, the topic of the Quality Enhancement Plan (QEP) will be revisited to include a focus on academic support services.
- On April 28, 2020, a revised QEP proposal will be shared with the Administrative Council for discussion.
- The QEP will be submitted by September 13, 2021, six weeks prior to the On-Site Reaffirmation Committee visit in October 2021.

### **OTHER BUSINESS:**

Actions approved by the Administrative Council in their daily COVID-19 meetings have been summarized and are available for review via the President's Office web page under Administrative Council.

Dr. Kress sent via the President's Office mailbox to the Northern Virginia area K-12 public school superintendents and private school leaders informing them of the NOVA JumpStart program. In the email, Dr. Kress shared available course options and explained that the program would provide students and their families with an accelerated, accessible, and uniquely affordable (tuition-free) opportunity to earn additional transferable college credits.

The fall 2020 registration dated has been delayed. The new date for fall registration is April 27.

Dr. Villagran-Glover shared Student Life updates. Student Life is working together to frame Student Leadership and Engagement post-COVID-19 from a strategic, one NOVA perspective. The goal is to help inform how the College can better support students in a post-pandemic environment.

**UPCOMING AGENDA ITEMS:**

SACSCOC Update  
Fall Schedule Follow-Up  
JumpStart – Promoting via a grassroots effort  
Other Business/Items

**UPCOMING AC MEETINGS:**

April 28 - *Remote*- Admin Council  
May 12 - *Remote*- Admin Council  
May 19 - *Remote*- Admin Council (tentative date)  
May 26 - *Remote*- Admin Council

**College Recorder:**

Akiva Kirkland  
Office of System Counsel & Office of the President