

Administrative Council
April 28, 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.

SACSCOC Reaffirmation Preparation

Dr. Gabriel, Dr. Robertson and Ms. Calobrisi provided the following update.

- Of the 13 standards currently under review, the consultant has completed a first review of Standards 2, 3, and 4.
- An important aspect of the feedback has been the issue of the structure of the narratives and adequacy of evidence and supporting documentation in support of establishing compliance with the particular standard. Additionally, the consultant frequently pointed out the importance of a consistent format and style guide across the narratives. Deciding on a specific style guide and arrangements for copy editing will need to occur much earlier than anticipated.
- The consultant's feedback on Standards 2, 3, and 4 will be shared with all the owners of the standards this week. The owners of the standards will review their narratives and make necessary corrections before the consultant begins the second round of review.
- Feedback from the consultant is being used to determine a consistent approach to documenting the evidence and supporting documentation and will be shared with the owners of the narratives.
- As we receive feedback from the consultant in the next few weeks, the standards will be returned to the owners for revisions. If the owner of the narrative needs to discuss feedback with the consultant, arrangements will be made to do so.
- Once the revisions have been completed, a subgroup of the Steering Committee will review the work to ensure the appropriate changes have been made before the consultant begins the second round of review.

FALL SCHEDULE FOLLOW-UP:

Dr. Kress and the Council members discussed their thoughts regarding the schedule for the fall 2020 semester. In light of announcements made by Mary Washington, Virginia Commonwealth

University, Radford and other VA 4-year universities to open in the fall, Dr. Kress advised that the Council members remain cognizant of the COVID-19 situation while planning for the opening of NOVA's campuses. It was noted that Virginia COVID cases are still trending upward. Dr. Kress will follow up with more information after recommendations from the VCCS task force are provided on May 15.

JUMPSTART – PROMOTING VIA A GRASSROOTS EFFORT:

Dr. Hill expressed concerns over the JumpStart program. Dr. Kress advised that Council members consider the College's demographics. Dr. Hill expressed that the College should be flexible in creating opportunities for people who really need them.

UPCOMING AGENDA ITEMS:

Title IX Changes
SACS Update
Monthly Data Point Update
Website Update
Curriculum Committee Items
Revisions to DNH AAS
Proposed new DMS course
Institutional Memberships

UPCOMING AC MEETINGS:

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