

NORTHERN VIRGINIA COMMUNITY COLLEGE  
COVID ADMINISTRATIVE COUNCIL MEETING MEMO  
SUMMARY OF ACTIONS TAKEN ON  
July 13, 2020

IN ATTENDANCE (alpha order): Charlotte Calobrisi, Ina Dimkova, George Gabriel, Annette Haggray, Sam Hill, Pamela Hilbert, Dana Kauffman, Anne Kress, Julie Leidig, Molly Lynch, Lindsay Mills, Steve Partridge, Kelly Persons, Nicole Reaves, Sheri Robertson, Steve Sachs, Frances Villagran-Glover

1. Charlotte Calobrisi informed the Administrative Council that the NOVA Community Partnership Pledge: #YouMatterToNOVA has been completed and is ready to be approved at the next COVID meeting scheduled for July 16, 2020. Once approved, the Pledge will be shared with the NOVA community.
2. Dr. Kress requested that a review/audit of the administrative systems take place in order to remove any individual in a P14 pay category who is still listed in the system but has not been paid in 3 or more pay periods or is no longer with the college. Failure to do so is a recurring APA audit point for NOVA and needs to be remediated. This is especially critical given that the number of individuals with access to our secure systems who are no longer in paid status has increased during the pandemic.
3. NOVA is working on a proposal to expand its online dual enrollment offerings and proposing an online early college high school. Approval for this new program needs to be obtained from VCCS, and Dr. Kress has begun this process.