

NORTHERN VIRGINIA COMMUNITY COLLEGE  
DAILY COVID ADMINISTRATIVE COUNCIL MEETING MEMO  
OF ACTIONS TAKEN ON  
July 20, 2020

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

1. Dr. Kress noted that she has been asked at some of her campus Zooms if there will be COVID-19 policies created such as allowing students to have their spots held in classes if they have to miss classes for certain reasons. The Administrative Council agreed that the current policies and procedures that are in place at NOVA will remain in place and there is not a reason to create new operating policies due to COVID.
2. A reminder that the Administrative Council approved at the July 16 COVID meeting NOVA's Face Mask Covering Policy. This policy is in place for faculty, staff, students, visitors and contractors or anyone physically coming onto a NOVA campus. The policy is posted on the NOVA website.
3. Dr. Kress proposed to the Chancellor that NOVA be allowed to expand classes provided by contract dual enrollment by offering an Online Early College. The Chancellor responded that per VCCS policy, students taught by NOVA faculty (full-time or adjunct) must be charged full tuition. To offer the Online Early College classes at the proposed reduced tuition rate, classes must be taught by high school teachers. High school faculty can only teach these courses if they have been fully credentialed by NOVA to teach dual enrollment classes and they must either already be certified to teach for NOL or be willing to do the training to become NOL certified. Many high school dual enrollment instructors that went through the training and taught in NOVA's JumpStart program.
4. The dates for drop/add with schedule adjustment will be finalized. The proposed dates are August 25-August 30.