

NORTHERN VIRGINIA COMMUNITY COLLEGE
DAILY COVID ADMINISTRATIVE COUNCIL MEETING MEMO
OF ACTIONS TAKEN ON
July 6, 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 announced that the requested fall plan to return to work was submitted to SCHEV as requested. She thanked Vice President Dimkova and her staff for meeting the deadline. Vice President Partridge will get it put on the Web once it is approved by SCHEV.
2. Vice President Partridge will coordinate with the Provosts to get the necessary signage on the campuses for the classrooms and labs relating to social distancing and the proper protocol guidelines per the Virginia Department of Health and the CDC.
3. The Administrative Council is reviewing the Fall Proctoring Plan. Dr. Sachs is working with Dr. Robertson on creating the draft for the Administrative Council's review.
4. Vice President Dimkova and her team are working to replenish the PPE that some of the campuses donated to hospitals etc., during the early stages of COVID. It is a challenging process as no one vendor has all the supplies.
5. Vice President Steve Sachs announced that he will be retiring in late fall after almost 40-years of service to NOVA. Dr. Kress thanked Dr. Sachs for all the years of dedicated service and that he will certainly be missed.
6. Dr. Kress reported that her Listening Sessions that she held with the Diversity and Inclusion committee and some of the student leaders were well attended. She is in the process of gathering the survey results and will then get it distributed.