

VIRGINIA COMMUNITY COLLEGE SYSTEM  
Proceedings of  
**CHANCELLOR'S FACULTY ADVISORY COMMITTEE**  
**April 24-25, 2008**

The Chancellor's Faculty Advisory Committee convened at 12 noon for lunch on April 24, 2008 in the Godwin-Hamel Board Room, James Monroe Building, Richmond, Virginia.

Those in attendance were:

Debra S. Fitzgerald, BRCC  
Thomas Sparhawk, CVCC  
Bruce Olson, DSLCC  
Vickie Holland Taylor, DCC  
Paul Weitzel, ESCC  
Frances Lea, GCC  
Ann Sullivan, JSRCC  
Patrick Tompkins, JTCC  
Nancy Penney, LFCC  
Nick Edwards, MECC  
Pablo Chalmeta, NRCC  
Charles Errico, NVCC  
John Buck, PHCC  
Ann Pinner, PDCCC  
John Hancock, PVCC  
John Paden, RCC  
Teresa Hudson, SSVCC  
Elizabeth Smith, SWVCC  
Thomas Kellen, TNCC  
Gary Noah, TCC  
Sandra Davis , VHCC  
Shirl Lamanca, VWCC  
Keith Costello, WCC

System Office staff members present were:

Dr. Glenn DuBois	Ms. Marlene Mondziel
Ms. Donna Swiney	Dr. Monty Sullivan
Mr. Peter Blake	Dr. Neil Matkin
Ms. Karen Petersen	Dr. Gretchen Schmidt
Ms. Ellen Davenport	Dr. Christopher Lee
Ms. Nan Ottenritter	Ms. Pam Currey
Dr. Donna Jovanovich	Mr. Bill Hightower
Dr. Inez Farrell	Dr. Marcia Harrington
Dr. Craig Herndon	Ms. Marcia Webb
Ms. Jennifer Allman	Mr. Rob Belcher

Guests: Mike Summer, Tidewater Community College

**AGENDA  
CHANCELLOR'S FACULTY ADVISORY COMMITTEE**

**JAMES MONROE BUILDING - 15<sup>TH</sup> FLOOR  
GODWIN HAMEL BOARD ROOM  
RICHMOND, VIRGINIA**

**April 24-25, 2008**

A. Chancellor's Report

1. Update on Budget Actions of the 2008 General Assembly – Ms. Karen Petersen, Executive Vice Chancellor

This was a difficult session that demonstrated the needs of the Commonwealth are greater than the resources. The VCCS was successful in retaining carry forward funds for the colleges, however were unsuccessful in retaining our carry forward funds for the System Office that we had planned to use for a portion of the AIS project. We also lost 5% on the operating side as did all institutions of higher education and will have to find ways to accommodate that cut. One way may be in tuition; however, action on tuition will not occur until the May State Board meeting. Our tuition increases are very measured. There is language in the budget to give institutions of higher education an incentive to not raise tuition more than 3% with an additional 1% to go to financial aid. If the VCCS abides by the incentive, it will not even come close to the amount of the shortfall from the 5% cut. Each year, the VCCS has another 4,000 – 8,000 more students. Last year, the VCCS enrolled 8,000 new students. Their tuition does not come anywhere near the cost of providing them with a quality education.

It was an extraordinary session on the capital side for all of public higher education. On Wednesday, April 23, 2008 the conference committee recommended and the General Assembly gained approved the capital budget. The VCCS's share of it is over \$350M, more than 23%. On the policy side, we have achieved Level II eligibility under the Restructuring Act related to management flexibility. Three institutions have achieved Level III status: UVA, VA Tech, and William & Mary with VCU added to the list during this session. Eligible institutions were allowed to negotiate with the Governor to gain flexibility and control. The VCCS can choose two out of three areas to pursue. The three areas are information technology, procurement and capital. The VCCS has chosen information technology and capital. We have the largest information technology account as a sector. We can negotiate contracts at a lower cost than anyone in the commonwealth due to our size. The VCCS does a lot of capital and will continue doing more. The VCCS needs to find new and better ways to fund projects. The System Office was founded on sales tax of ½ penny. In the future, the VCCS will be asked to play a stronger role, and the VCCS will have to figure

out how to finance it. The VCCS is the lowest funded in the base budget adequacy model in higher education and we are being asked to do more. A list of capital proposals was distributed to the CFAC members.

Karen Petersen stated that there was a 5% cut of general funds in 2007-2008. The VCCS continues to absorb that cut for 2008-10. The Governor had proposed another 2% cut to some agencies, however the General Assembly has said there will be no more cuts for higher education. The Governor did put in some money for base budget adequacy. The General Assembly has cut that amount in half. At the end of the session, the VCCS received an additional \$2M in base budget adequacy. In the next two years we have almost one million square feet of space coming online. The General Assembly has said that the VCCS will need to absorb the costs of those facilities coming on line as higher education does not have additional monies for the extra space. There will be a 2% increase in faculty and classified, full-time and part-time salaries this November and November 2009. The VCCS is to receive interest earnings on tuition and interest earnings on the small purchase charge card as well. This will continue as long as the VCCS continues to meet management standards.

The VCCS received \$2.5 million for the Transfer Grant (funding for both years of the biennium). The General Assembly has cut budgets and has also attempted to cap tuition at the same time.

State employees should not see any increase in the cost of health care. This is an example of where the benefits have improved. When asked about an addition to the base salary increase for faculty, Ms. Petersen indicated that even at the 2% each year for November 2008 and November 2009, the VCCS must get 1/3 of that from tuition. As a result, there is very little possibility that the increase provided will go above 2%. It was noted that each of the colleges will still be using their faculty merit plans. Revenue forecasts will not be available until the end of June.

2. Emergency Preparedness Task Force Report – Dr. Neil Matkin, Vice Chancellor for Information Technology

After the Virginia Tech (VT) tragedy, the Governor formed a VT review panel. About that time, the Chancellor asked Dr. Matkin to review our emergency preparedness practices and how we deal with disasters. Dr. Matkin was asked to form a task force to do our own independent analysis. Dr. Matkin has done a great job with the Task Force Report. The VCCS has been involved in emergency planning for quite some time and has taken an “all hazards” approach.

Each campus is unique in what disasters they may deal with. There is a multi layer approach to dealing with campus safety and emergency preparedness. The VCCS has almost 6 million square feet of space. Campus crime and safety conditions are completely different than a residential setting. The Chancellor was very clear in the focus of the task force. He wanted to make sure to strike a balance in looking at all things across the Commonwealth. One of the first things the task force focused on is how to simplify the request. The report focused on

pre- and post-activities. Three public hearings were held in different locations across the state. It was noted that sworn police officers versus security officers did not result in a better track record. There were a total of 40 recommendations by the Task Force, including a progress report to the Chancellor. Out of 23 colleges, 18 have formally adopted their security package. The other 5 campuses already have something in place.

3. Changes to the Chancellor's Faculty Fellowship – Ms. Nan Ottenritter, Director of Professional Development

Nan Ottenritter was pleased to announce three faculty members have been chosen for the faculty fellowship.

Ms. Ottenritter clarified that the fellowship is for a doctoral degree and includes up to a one-year leave of absence and \$12,500 if the college or university is participating with the VCCS. If the college is not participating, then the benefit is up to \$7,500. The chair of CFAC has been added to the selection committee. In addition to the benefits, partial salary has been increased from  $\frac{1}{2}$  to  $\frac{3}{4}$  salary ( $\frac{1}{4}$  of the salary coming from the System Office).

4. Office of Professional Development Two-Year Strategic Plan – Ms. Nan Ottenritter, Director of Professional Development

Nan Ottenritter stated that the strategic plan is progressing and incorporates suggested recommendations, including recommendations on adjunct faculty. There were a total of 24 Professional Development grants awarded in 2007 with at total of \$55,000. So far in 2008 Professional Development is close to awarding \$91,000 in grants (41 awards). Ms. Ottenritter would also like to start a Teaching Excellence Academy.

Nominations for the Chancellor's Award for Teaching Excellence are due tomorrow, Friday, April 25, 2008. One nominee per campus will be accepted. This is a huge honor, and the recipient will receive a \$5,000 check. Information can be obtained at the VCCS web page.

New Horizons was successful this year. There were a lot of volunteers to help make it successful. The Chancellor thanked Ms. Ottenritter for the great work on the New Horizons Conference.

5. 2007-08 Chancellor's E-Learning Enhancement and Development (CEED) Program Update – Dr. Inez Farrell, Director of Instructional Technology

Inez Farrell discussed the Chancellor's E-Learning Enhancement and Development. This is the second year this grant has been offered. Dr. Farrell shared that \$300,000 in funds have been disbursed in two years. There have been 26 awards. There are 18 new programs and 8 new courses. There is exciting collaboration going on across the System. One program is offered this summer: Teaching Online Program (TOP). A total of 14 colleges are supporting this

endeavor and 4 colleges have collaborated together - Northern Virginia, Thomas Nelson, Germanna, and Southwest Virginia. Faculty wants to know how to do teaching online. Phase I deals with teaching online; Phase II deals with content—knowing how to do the teaching online. Virginia Teach would like to talk with the VCCS about offering this for graduate credit at a four-year university. All faculty should receive an email about a new distribution list for innovative faculty to share ideas, techniques and talk to one another about ways to use technology. The Distance and Distributed Learning Committee is working on a best practices document that will focus on e-learning. Our Vice Presidents are being asked to come up with guidance and structure. The DDLC representative is appointed by the president at your college and is the responsible for communicating with you. They are there to take your concerns and you should know who your representative is on your campus. This group also has representatives at every ASAC meeting.

6. AIS Update – Dr. Neil Matkin, Vice Chancellor for Information Technology

Over the last 18 months, the VCCS has been implementing the finance system. The first two phases are now complete. This has been a long process and has involved representatives from every single campus. This has been an overwhelming successful project and it is working well.

7. Governor’s Workforce Reform Initiative – Mr. Peter Blake, Vice Chancellor for Workforce Development

Peter Blake shared that the VCCS has been called upon to do some hard work related to the Workforce Reform Initiative. There are six elements of the plan that the Governor has advanced.

1. Assume responsibility for federal workforce program administration by 16 local Workforce Investment Boards (local entities - local elected officials) We are administering \$30 million to the localities—some money for administration of the program with a lot of federal reporting (WIA)
2. Assume responsibility for rapid response function. (Example: Volvo plant laying off 1,000 people. We are now leading that effort.)
3. Statewide Discretionary Program - \$3 million. There will be some opportunities for the Chancellor to advise the Governor on how to use that money.
4. Statewide Board - Virginia Workforce Council (includes legislators, Cabinet, and others) is the policy body for workforce development in the Commonwealth. Staffing of function will rest at the System Office.
5. Virginia Economic Development Partnership. Effective July 1, the Chancellor will now be on this board.
6. Two studies expect to begin soon and report back to the Governor by September, 2008. One is on adult basic education (750,000 working adults without credentials) and the second is to make some recommendation on how community colleges can participate in the Perkins Program--governance and development of technical education. There is a great expectation to do more, and it will take a while to work

this out. It was noted that we could help more of our students if we could get them to become full time students. The community colleges must have a presence in the one-stop centers because we receive federal funds. Adult Basic Education is what the community colleges should be doing. We are also asking that this be funded.

8. Development of the Planning Process for the Post-Dateline 2009 Strategic Plan – Dr. Susan Wood, Assistant Vice Chancellor for Institutional Effectiveness

Monty Sullivan shared that he would be filling in for Dr. Susan Wood as she is attending another committee meeting. Dr. Sullivan discussed the next version of the strategic planning process. What is laid out in front of you today is the process of how to go to the next version of Dateline 2009. The next version should take in more of the perspective of stakeholders. We have the opportunity to influence the next version with a broader input. Five forums will be held in May and June at different VCCS colleges throughout Virginia. The new strategic plan will be rolled out in November 2009.

9. Legislative Update HR Issues – Dr. Christopher Lee, Associate Vice Chancellor for Human Resource Services

The VCCS submitted a retirement bill on behalf of Virginia's institutions of higher education that would allow faculty to retire and return to work in part or full time positions under certain conditions. But the bill was tabled because the Joint Legislative Audit and Review Commission (JLARC) is looking at the entire pay and benefits package of active and retired employees. They will issue a report to the legislature this fall on all such benefit matters. This report will be used by DHRM to determine what type of changes to our retirement system should be considered and funded by the legislature.

Dr. Lee stated that it requires legislative action to allow ORP participants to buy into VRS, a bill was submitted by UVA this year but it was tabled with similar bills. Nonetheless, buying into VRS is a math problem that is not likely to be advantageous to individuals who are currently ORP recipients. As an example, if you have earned \$100 in ORP over ten years, but the value of participants in VRS over the same period was \$120, then you will have to pay \$20 to VRS to join it, plus an additional administrative fee. If you had earned \$140 in an ORP over the same period, you would have to forfeit the gain to join VRS. Either way, it would cost participants to switch if this option were ever to be allowed.

The good news about retirement is that VRS will be unitized. It will allow people to buy into VRS shares if you have a 457 plan. This is coming soon, maybe by July 1, 2008. VRS is one of the better managed plans. There are only two other states that have something like this. The state of Virginia is also encouraging agencies to look at different options for telecommuting.

10. Code of Ethics – Dr. Christopher Lee, Associate Vice Chancellor for Human Resource Services

This Code of Ethics will stand by any campus codes and will not supersede the campus codes. This Code of Ethics was approved at the March State Board meeting. Training will follow. The Board resolution was sent to HR Directors.

11. Faculty Impact of New VITA Security Standards – Dr. Neil Matkin, Vice Chancellor for Information Technology and Dr. Monty Sullivan, Vice Chancellor for Academic Services & Research

At the last CFAC meeting, members were told that the new VITA Security standards were coming. The VCCS negotiated with VITA and objected to the standards. VITA heard strong complaints, but ignored all input. The VCCS was waiting on Level II legislation signed into law and that has now happened. The VCCS was hoping for some relief while pursuing Level II. This is a Higher education issue, not just VCCS. At the Tech Council meeting, broad interpretation from System Office was presented. We will continue to ask for exceptions. If the answer comes back no, then the matter is how to implement these standards. The VCCS is sensitive to the fact that these standards cause hardships to campuses. Next week Dr. Matkin and Dr. Sullivan will send out information regarding these standards. The next move is to combat any audit findings, provide guidance for interim practice, and file for exceptions. Dr. Matkin will send CFAC a checklist.

12. Wizard Update – Dr. Craig Herndon, Director of Career Education and Education Resources

Craig Herndon shared an overview of the new project. It is anticipated the Wizard will be launched in the next academic year. This is great tool, but people will need to know about it. The Chancellor shared that Dr. Herndon has done excellent work on this project.

13. Data Warehouse Update – Dr. Susan Wood, Assistant Vice Chancellor for Institutional Effectiveness

Monty Sullivan shared that a set of resources of many stakeholders were pulled together. Data marts have been built over the last 18 months that allow us to supply the data by demographic factors—not only the number of students, but to see who those students are. A dashboard for executive information is becoming more and more important. Presidents have an opportunity for input and feedback.

14. Discussion of Faculty Evaluation Task Force Recommendations – Dr. Monty Sullivan, Vice Chancellor for Academic Services & Research and Dr. Christopher Lee, Associate Vice Chancellor for Human Resource Services

There have been a number of conversations over the last 12-14 months. The Deans have expressed concerns regarding the faculty evaluation process. We have had some recommendations from the Task Force. We are not developing a single, one-size fits all faculty evaluation. The questions is, are there pieces and parts that are not required and do not focus on continued improvement? We will move through this process very cautiously and slowly. Faculty evaluation plans are developed at the college level. We understand this is campus driven.

15. Discussion of the Academic Qualifications of Both Faculty That Teach Transfer Courses and Academic Deans – Dr. Monty Sullivan, Vice Chancellor for Academic Services & Research

This question came from the fall meeting. Chris Lee and Monty Sullivan discussed how this works. Some believe that the VCCS 29 is law. We might have to reframe this. Perhaps a statement at the beginning of the VCCS 29 that will allow for exceptions might be needed. Dr. Lee and Dr. Sullivan will continue to discuss this.

16. Assigning Default Grade of 'F' to Students who Withdraw After 60% Point in Term from Dynamic Courses – Dr. Monty Sullivan, Vice Chancellor for Academic Services & Research

Faculty members feel they should be the only person issuing a grade. However, a mechanical correction is required at times. The cost to fix the software exceeds \$300,000. This is excessive, in view of everything else the VCCS is trying to fund. The fix therefore, will have to be a mechanical one.

Money paid to Oracle is for licensing fees. Oracle will not customize something just for VCCS without a cost.

The meeting was adjourned at 3:15 p.m., at which time CFAC members met to work on their list of questions for Friday's session. The meeting is scheduled to resume at 9:00 a.m. on Friday, April 25.

## **Friday, April 25, 2008**

The CFAC meeting reconvened at 9:00 a.m. on Friday, April 25, 2008. CFAC members presented the following list of questions for the Chancellor.

Tom Sparhawk welcomed everyone. He thanked the Chancellor for everything that he does for faculty and the colleges.

### *Information Technology:*

1. *Would the Chancellor give official support to Dr. Matkin's stance on the compliance with the VITA standards?*

What was heard from Dr. Matkin is a level of frustration on the behalf of faculty. Management standards will be maintained as long as we play by the rules. We need to ask for exceptions. Official guidance will be sent out.

A member stated that guidelines come into effect on July 1. There is a time issue with this. If the guidelines do not come out until June, then there will not be anyone on campus to provide support to information technology.

2. *We request an update on the new student e-mail system.*

Marcia Webb, Director of Application Support. She works with AIS, SIS, and e-mail. Ms. Webb stated that the staff is presently working on a new student email system. The Workgroup recommended that Tech Council approve the Google solution. Reasons cited for strong preference are security features, it tracks messages better and has better browser support. Google collaboration will tie in better with Blackboard. At this point the Workgroup has recommended that Tech Council at their May meeting approve Google as the student email system. The Workgroup recommends a target Go-Live date on Monday, July 14 with both myVCCS and Blackboard links to the Google environment. The Workgroup also recommends that ITS facilitate a smooth transition. Student mailboxes with Google email will be "for life". When students are active they will not receive advertising. Once a student is inactive, after they have gone a term without qualifying enrollments, they become eligible for advertising. Not only does Google have student email, but there is a possibility to have other features. ITS can look at the other features and have the recommended ones scheduled for implementation. Inez Farrell will send a note out to colleges to ask for faculty volunteers to test the system.

3. *We would like an update on Blackboard, especially "lock-out" issues with Blackboard testing software.*

Inez Farrell stated that the Blackboard upgrade has been successful and the various add-ons are being tested. Dr. Farrell stressed that it is very important that faculty communicate with the Blackboard administrator or help desk so that any "lock-out" or other problems can be tracked. Facts are needed so that the research

and diagnosis can be done. When information is received, research work is done. Things to be on the lookout for with Blackboard is when questions are displayed all at once, multiple choice is the best way. She also suggested making a paper copy of the test for testing centers in case a student is unable to finish the test.

*Communications:*

4. *We request system-wide committee lists and committee minutes be available on the VCCS website.*

On the VCCS website, the minutes for ACOP and CFAC are listed. The members are asking if other committees would be listed to include ASAC and DDL. The State Board is also listed. Dr. Sullivan asked if there was a need to post these publically on website. The minutes are posted on Blackboard and the CFAC members have access to Blackboard. A member stated that if the minutes were posted on the web, they would be easier to send a link to someone. Members also stated that they would like to see committee lists on the website as they do not know who people are on the various committees. Dr. Sullivan will check on Intranet posting versus Internet.

5. *We request an update on international travel and educational opportunities on the website. Could a database of these opportunities be made available publicly? Could there be a VCCS Foundation scholarship fund to subsidize student study abroad opportunities?*

The Chancellor stated that the first part of the question is a goal that he has and will present to the State Board in May. It is a subset of Dateline 2009 and was a request of a board member.

On the second part of the question, our Foundation is not actively raising money to support international travel. Our Foundation now has a very special project. The Virginia Foundation for Community College Education is interested in raising funds for foster children to receive secondary education. We have raised enough money to provide five programs at five colleges (GCC, NRCC, JSRCC, SSVCC, and DCC) bringing 13-14 year old foster children to a college campus. To date \$1 million has been raised which is enough money to start five programs. Two or three programs will be after school for younger children which will help them to get used to the idea of going to school. Once a foster care youth reaches the age of 18, they usually cease to stay in the foster care program. There are already thousands of foster care youth on our campuses. A good book on this topic is "Hope's Child" by Andrew Bridge, which the Chancellor would recommend reading. The book is about Mr. Bridge's experiences in foster care. Great Expectations is the name of the VFCCE program. First lady Ann Holton is chairing this fundraising effort.

Two colleges are involved in international travel and Northern Virginia is one of them. Northern Virginia is starting to get engaged in recruitment efforts and is

having interesting conversations with Turkey. In addition, one of our small rural community colleges, Virginia Highlands, is also involved in international education.

A member asked what role do you see for international faculty. Northern Virginia is getting involved in contracts setting up shop to provide some interesting sabbaticals. The Chancellor is supportive to the extent that the resources are available to support it, and he encourages colleges to look for those opportunities. Many companies are coming to Virginia from around the world, and we are all connected in ways we have never been before.

*Financial Aid:*

6. *Could financial aid cover all courses that a student takes within the VCCS, not just their “home” institution?*

A system-wide Financial Aid Director is helping with this topic. The Chancellor indicated that he is agreeable to taking a look at this. A number of agreements are already in existence, so if CFAC members know of any students who could benefit from this, please contact Jennifer Allman. It is possible that something can be worked out.

7. *How could financial aid be used with more than the primary textbook vendor on campus?*

Virginia 21 brought this issue to the attention of the VCCS, and it has been a very difficult issue. Many of our colleges have specific agreements with the book stores. A number of the book stores are renovated or constructed by the book stores themselves, so we run the risk of damaging relationships. This will be a topic of discussion at the Financial Aid Directors’ meeting. There are no federal guidelines that require us to make other options available.

*Other:*

8. *In light of what the governor has said with regard to telecommuting, what is your vision with regard to the way Virginia’s Community Colleges conduct business and deliver education virtually?*

The question is a big one. We are the largest provider of distance education in Virginia and it is growing. It is growing in the hybrid areas. We are having ongoing discussions with SCHEV on space needs. These have not been productive conversations. SCHEV counts space needs as on campus, and we get no space needs for distance learning. We are trying to quantify the space needs that distance learning drives. We do not get a check for space needs for those students in distance learning classes. We have 11,000 FTE in distance learning, so we are trying to change that in the SCHEV model. We are seeing an explosion in

hybrid Internet Technology as a tool. We have also seen an explosion in distance learning. We are concerned about the drivers and the high levels of attrition. Sometimes it is because students cannot get in courses at the time that they need them. Our attrition rates are significantly higher in distance learning than in traditional classes.. There is no effective assessment tool to filter out those who are appropriate for distance learning and those who are not. We could develop a very easy on-line assessment. For some students, on-line is more appropriate.

Consider job descriptions and how they have evolved. A good chunk of what you do today is different than years past. In part you are already a telecommuter. It comes down to office hours. The Chancellor is supportive of virtual office hours if there is structure around it and engagement of students.

Ms. Karen Petersen stated that the Telecommuting Policy referred to a certain portion of those on staff that are eligible for telecommuting. A lot of people that work at the VCCS cannot work from home. It is only for those individuals whose work profile states they can work from home—not the total workforce. Dr. Chris Lee stated that if there are small children in the household, you are ineligible, as telecommuting is not to be used as child care. The goal is to use technology appropriately for appropriate work.

We are getting close to 60% attrition rate in some areas. This will be discussed at the May ASAC meeting to consider substantial changes in standard instruments. Policies need to be data driven. We know that policy is going to lead to greater student success.

Internet, email and Word computer competencies are required before taking online class.

9. *We request an update on the transferability of dual enrollment courses. We have heard that there are concerns from some four-year colleges about our dual enrollment offerings.*

Dr. Monty Sullivan shared that the institution being referred to is UVA. The Guaranteed Admissions Agreement with UVA states dual enrollment would be accepted for students who have successfully completed English 210. UVA has accepted dual enrollment credit for some electives. We continue to make progress. We are taking a look at how well our dual enrollment students perform once they get into other math, science, and engineering courses. Dual enrollment is a predictor of college success. We are now starting to see some research on dual enrollment nationally. Studies indicate that dual enrollment and AP are good predictors of college success. Hampton-Sydney takes no dual enrollment. The College of William and Mary has been progressive with dual enrollment. The Chancellor asked CFAC members to notify Dr. Sullivan if they hear of any issues related to dual enrollment.

Sometimes the Admission Office has an old view of dual enrollment. Currently, there are 25,000 students in dual enrollment. The state committee on transfer study from Radford showed dual enrollment students perform at the same level as

AP and IB students. Dual enrollment has not sped up the process to graduate in four years because students are switching programs.

10. *We are interested in a “Greener VCCS.” We request an initiative, perhaps a list of best practices, including recycling. Could such an initiative be a part of the next Dateline 09.*

The concept is good. Clearly it is a topic that more and more organizations and individuals are coming around to. The Chancellor is not sure if this will be a part of daughter of Dateline 2009. The Governor is interested in greener buildings being constructed. Sometimes going green is a more expensive route to take. Turning out lights when classrooms are empty will save money. The Chancellor stated that we will put together a review of what we are doing. TAC is helping with a lot of construction/renovation projects over the next two years with renovation. They do an analysis of heating, cooling, and energy savings. This is helping us to add more to renovations by self funding out of the savings from reducing energy costs. To date the VCCS has done about \$25-30 million self funded renovations out of utility costs. The savings get poured back into the renovation. That is a very positive response.

The member who submitted this question was thinking of little things to do to go greener like turning off lights when not in the room. He shared that he found a top ten best practices that does not cost anything. If something like that was sent out to college presidents by the Chancellor, they would look at it and try to implement. The member stated that he will be glad to send the list of top ten to the Chancellor. A VCCS green award was suggested that would recognize a college for whatever green plan they come up with.

*Committee Comments:*

11. *We appreciate the 2% salary increase, professional development opportunities, and other improvements for adjunct faculty.*

It was noted that over the last four years, the VCCS has provided a higher salary increase than the legislature provided. The number of full-time faculty have recently been increased. This is very expensive, but the VCCS is moving up a little bit in this area. The VCCS hires 50% of the faculty from adjuncts. The faculty diversity initiative was discussed, and it was noted that the VCCS has 96 graduate students involved in this initiative. CFAC members were encouraged to become mentors. In addition, Chancellor DuBois will be having a conference call with the Academic Vice Presidents in the next few days to discuss this program and the plans for expansion of this initiative. A brochure about the faculty diversity initiative will be posted on the Blackboard site. Plans are to make a DVD about the program in addition to a media blitz in a couple of weeks.

Concern of adjunct faculty teaching 18-20 hours or more was discussed. Adjuncts are limited to 12 hours per semester. With the SIS system, it is easier to detect when adjunct faculty are teaching more hours than allowed, as well as when they teach at multiple campuses. Dr. Chris Lee will send out the adjunct policy. It is the goal of HR to review these policies on adjunct faculty over the next year. The VCCS is recommending a 70/30 full-time/part-time mix, but SCHEV has been unwilling to put that in the model. One of the H.R. goals is to do a review of faculty practices and procedures.

12. *We support a VCCS policy that does not permit guns on campus.*

*Is it policy that no guns can be carried on campus by students? Is that state policy?*

There is no one policy. There is a strong statement from the Task Force that states guns do not belong on campus. Colleges can prohibit guns on campus, but not to everyone. Policy can prohibit students and staff from bringing guns on campus. A strong statement was sent out that restricts, in a very large way, people from bringing guns on campus. The presidents have stated that they believe they need to have their own authority. If there is a policy, it should be enforced. Colleges can prohibit people from carrying guns at campus events, if it is advertised in advance. Most of the VCCS colleges have a restrictive policy in effect.

13. *We support the recommendation of the Faculty Evaluation Task Force that faculty continue to approve the faculty evaluation process at each of our colleges.*

The next meeting is scheduled for Thursday and Friday, November 20-21, 2008.

Tom Sparhawk thanked everyone for attending. This will be his last meeting. He has enjoyed working with everyone.

Vicky Taylor recognized that Chancellor DuBois received a special award, Outstanding Distinguished Director Award, from PTK. She also thanked Tom Sparhawk for the great job he has done for CFAC.

The meeting was adjourned at 12:00 noon.