

VIRGINIA COMMUNITY COLLEGE SYSTEM

Proceedings of

CHANCELLOR'S FACULTY ADVISORY COMMITTEE

October 27-28, 2005

The Chancellor's Faculty Advisory Committee convened at 1 p.m. on October 27, 2005 in the Godwin-Hamel Board Room, James Monroe Building, Richmond, Virginia.

Those in attendance were:

Dr. Darrell W. Hurst, BRCC
Dr. Thomas Sparhawk, CVCC
Mr. Bruce Olson, DSLCC
Ms. Vickie Holland Taylor, DCC
Mr. David Moon, ESCC
Dr. Frances Lea, GCC
Ms. Ann Sullivan, JSRCC
Ms. Joessia Beyer, JTCC
Ms. Nancy A. Penney, LFCC
Mr. Nick Edwards, MECC
Ms. Mia Copeland, NRCC
Ms. Virginia J. Ward, NVCC
Dr. Gerald J. Pyle, Jr., PDCCC
Mr. John Hancock, PVCC
Mr. John M. Paden, RCC
Ms. Elizabeth Smith, SWVCC
Mr. Gary Noah, TCC
Ms. Sara Combs, VHCC
Mrs. Shirl Duke Lamanca, VWCC

Absent:

Dr. Eirlys Barker, TNCC
Ms. Teresa Hudson, SSVCC
Mr. Keith Costello, WCC

System Office staff members present were:

Ms. Dale Andrews	Ms. Pat Holmes
Ms. Jeanette Beaudry	Dr. Neil Matkin
Dr. Glenn DuBois	Dr. Susan Wood
Dr. Jennifer Sager	Ms. Ellen Davenport (Thursday)
Dr. Monty Sullivan	Dr. Donna Jovanovich
Ms. Karen Petersen (Thursday)	

Thursday, April 14, 2005

A. Chancellor's Report

1. Introduction of Dr. Monty Sullivan, Vice Chancellor for Academic Services and Research – Dr. Glenn DuBois, Chancellor

The Chancellor introduced Dr. Monty Sullivan, the new Vice Chancellor for Academic Services and Research. The Chancellor stated that Dr. Sullivan had been Vice Chancellor for Academic and Student Affairs at Louisiana Delta Community College since July 2001. Prior to that, he was director of the Center for Rural Development at Louisiana Tech University from 1999 to 2001. He also served as director of continuing education at Louisiana State University at Eunice and in other administrative posts in Louisiana as well as faculty positions at Louisiana State University and Louisiana Tech.

2. Introduction of Ms. Ellen Davenport, Assistant Vice Chancellor for Governmental Relations – Dr. Glenn DuBois, Chancellor

The Chancellor introduced Ms. Ellen Davenport, the new Assistant Vice Chancellor for Governmental Relations. The Chancellor stated that Ms. Davenport previously worked as the Director of Public Finance for the Virginia Association of Counties, as a registered lobbyist. In her former job she was involved in advocating issues before the Governor, General Assembly, Congress, and intergovernmental organizations and communicating the results to members in all Virginia's 95 counties. Ms. Davenport has excellent working relationships with the leadership and the staff of the Senate Finance, House Finance, and House Appropriations Committees.

3. CCSSE – Dr. Glenn DuBois, Chancellor; Dr. Monty Sullivan, Vice Chancellor for Academic Services & Research

Dr. Monty Sullivan, Vice Chancellor for Academic Services & Research, presented a report summarizing the CCSSE results for the VCCS. He stated that the VCCS falls in the middle of all colleges that participated in the CCSSE study. He stated that the VCCS needs to address this. He noted that it is encouraging that 87% of the VCCS students who participated in the survey rated their community college experience as good or excellent. In addition, 96% said they would recommend their community college to a friend. Dr. Sullivan pointed to online tutoring and advising as two areas that need to be strengthened by VCCS colleges. He noted that while 9% of the respondents stated that they had tried on-line tutoring, 91% indicated that they would like to try it. Dr. Sullivan stated that when asked about the source of academic advising, only 37% stated that they received most of their advising from advisors in their college or department. He stated that colleges need to improve this.

The Chancellor suggested that individual colleges should identify two or three items on the survey, develop plans for strengthening them, and see if the scores improve in future surveys.

4. Chancellor's Nursing Task Force Update – Dr. Glenn DuBois, Chancellor; Dr. Monty Sullivan, Vice Chancellor for Academic Services & Research

The Chancellor reported that he had appointed a task force on nursing education to respond to the crisis in health care and to look at how the community colleges could increase the number of nursing graduates. Co-sponsoring the task force is the Virginia Health and Hospital Association. Dr. Jack Lewis, President of New River Community College, and Dr. Frank Turnage, President of Germanna Community College are co-chairs.

Dr. Sullivan encouraged CFAC members to share the report of the task force with colleagues. Comments or questions regarding the task force report should be addressed to Dr. DuBois or to Dr. Sullivan.

5. Articulation Agreements - Dr. Glenn DuBois, Chancellor; Dr. Monty Sullivan, Vice Chancellor for Academic Services & Research

- a. Universities and Four-Year Colleges

Dr. Monty Sullivan, Vice Chancellor for Academic Services & Research stated that the VCCS continues to work for systemwide agreements with universities to provide guaranteed admissions for community college transfer students. He noted that additional information about articulation agreements may be found on the Academic Services Web page. The information may be found by going to the VCCS Website at <http://www.vccs.edu>. Academic Services is listed on the top right side of the index.

- b. Transfer Scholarship Proposal

Copies of "Virginia's Community College Transfer Scholarship Proposal" were distributed. The proposal outlines the basic elements that would allow community college transfer students who earn an associate's degree with a 3.0 GPA to attend a four-year institution at community college tuition rates. Dr. DuBois stated that the merit transfer scholarship program proposed by the VCCS would save the state approximately \$7000 per student, with about half of that to then be used for the scholarships. He noted that some influential legislators are highly interested in introducing the proposal. He commented that there is more positive than negative support for the program at this time.

c. Career Coaches in High Schools

The Chancellor reported that there are now about 30 Career Coaches. He stated that high schools are very enthusiastic about Career Coaches. He stated that more high school counselors believe that a four-year college degree is essential for high school students and want the presence of higher education representatives in their schools. A report describing the role of career coaches, career coach outcomes from January to July 2005, and plans for FY07 and FY08 was distributed.

6. Revisions to Section 5 of the VCCS Policy Manual – Dr. Monty Sullivan, Vice Chancellor for Academic Services & Research

It was reported by Dr. Monty Sullivan, Vice Chancellor for Academic Services & Research, that during the past year, the Academic and Student Affairs Council of the Vice Presidents and Provosts (ASAC) reviewed Section 5 for needed clarifications and approved revisions to Section 5 (Part I: Academic) of the VCCS Policy Manual. The revisions exclude Table 5.1 and Part II: Workforce, which will be presented to the ACOP for approval separately at a future meeting.

7. Six-Year Financial and Academic Plans Required by the Higher Education Restructuring Act – Ms. Karen Petersen, Executive Vice Chancellor

Ms. Karen Petersen, Executive Vice Chancellor, circulated a report containing excerpts from the Virginia Community College System FY 2006-2012 Institutional Plan required by the Higher Education Restructuring Act. Attached to the report was the memo from Dr. DuBois presenting the Plan to the Commonwealth and to SCHEV.

Ms. Petersen stated that the Institutional Plan consisted of an academic and a financial component. She commented that the goals of the Restructuring Act are very similar to the goals of *Dateline 2009*. The Act required that the VCCS develop best and worst case scenarios with regard to funding from the Legislature. Ms. Petersen explained that the worst case scenario would be no additional General Fund support, which would force colleges to depend on tuition as a chief source of revenue. The best case scenario would be full funding from the General Fund with lower tuition rates.

8. Assessment of Institutional Performance (Scorecard) - Dr. Monty Sullivan, Vice Chancellor for Academic Services & Research

Dr. DuBois stated that SCHEV has put together a scorecard to measure institutional performance on goals of the Restructuring Act. The standards will enable SCHEV to determine whether or not institutions are making progress. FY06-07 will be the year when results for community colleges will be reported. The report "Institutional Performance Standards was distributed.

9. Tuition Waivers for Dependents – Ms. Jeannette Beaudry, Associate Vice Chancellor for Human Resource Services and Affirmative Action

Ms. Jeanette Beaudry, Associate Vice Chancellor for Human Resource Services, discussed the policy framework on tuition benefits for spouses and family members and her findings. Ms. Beaudry stated that at the request of CFAC, the VCCS studied tuition waiver policies offered by states with community college systems and conducted some interviews for further information. She stated that the tuition waiver program is a widespread, although not a universal practice.

Some findings:

1. Providing tuition waivers for employees, spouses, and dependents is a wide-spread but not universal practice. Some community colleges offer the benefit without restriction but many had one or more of the following restrictions: Tuition but not fees, space only basis, limit to courses offered at the community colleges.
2. In Virginia, state-supported institutions of higher education are not authorized to offer tuition waivers that are supported by general funds or auxiliary funds. While the four-year institutions do offer tuition waivers for dependents, it is supported by Foundation or private funds.
3. The Code of Virginia specifies that groups that are entitled to tuition waivers. An example is attached Section 23.7.4.1, Virginia War Orphan Education Program for “eligible children of veteran and eligible children or spouses of certain public safety personnel and certain foreign students”.

Also, tuition waivers cannot be provided with general funds without a change in the Code of Virginia. As legislative proposals for 2007 are being prepared, we will consider this item in view of other unmet needs facing the system. Other items that have a higher priority include base budget adequacy, faculty and staff salaries, as well as unmet capital needs.

The Chancellor stated that college foundations may be interested in this issue. He stated that the VCCS will give it serious consideration, but will not be able to include tuition waivers in the 2006 legislative agenda. He stated that the VCCS will revisit the issue in 2007, but stated that other issues such as base budget adequacy, faculty salaries, and capital needs have a higher priority.

10. SIS Version 8.9 Update and Timeline – Dr. Neil Matkin, Vice Chancellor for Information Technology

Dr. Neil Matkin, Vice Chancellor for Information Technology, provided an update on the SIS upgrade to version 8.9. He reported that for the most part, after two successful registrations, SIS is generally working. He stated that the ability to upgrade to new versions has improved. He stated that Version 8.9 will stay in place for 4 to 6 years. He distributed a timetable for the SIS 8.9

upgrade. Dr. Matkin stated that his staff closely monitors security issues and will provide updates on standards. Regarding Blackboard 7.1, he stated that his staff is aware of issues such as duplicate ID problems. He said that Blackboard 7.1 will be easier to administer, but will look pretty much the same.

11. Available Software – Dr. Neil Matkin, Vice Chancellor for Information Technology

Dr. Neil Matkin, Vice Chancellor for Information Technology, distributed a list of VCCS academic software that faculty members may download or acquire for use in their homes.

12. Legislative Agenda – Ms. Ellen Davenport, Assistant Vice Chancellor for Governmental Relations

Ms. Ellen Davenport, Assistant Vice Chancellor for Governmental Relations, provided copies of a brochure with information that urges state policymakers to provide funding for community colleges. The VCCS legislative campaign will focus on the return on investment that state stakeholders will receive for investing in community colleges. She distributed a list of dates for college legislative visits and encouraged faculty to participate. The Chancellor encouraged faculty to join their college teams on legislative visits.

Ms. Davenport stated that priorities for the 2006 legislative session will include a request for \$60 million to cover shortfalls in capital outlay projects, funding for new capital projects that will be required to accommodate the projected enrollment of 40,000 additional students, and funding to bring faculty salaries to the 60th percentile by 2008. The VCCS will also request funding to hire additional full-time faculty to increase the ratio of full-time to part-time faculty. The VCCS hopes to achieve a full-time to part-time faculty ratio of 50% by 2007 in order to reach the 55% ratio recommended by SCHEV in 2008.

Friday, October 28, 2005

Dr. Glenn DuBois, Chancellor, called the meeting to order at 9:00 a.m.

B. Questions Submitted by CFAC

1. User names and social security numbers

Due to fear of identity theft, it is requested that VCCS policy forbid use of any part of Social Security number in username.

Dr. Neil Matkin, Vice Chancellor for Information Technology Services, said he will check on this to determine if it is a common practice. He stated that colleges need to move away from the practice of using social security numbers in certain instances.

2. Prerequisites

A CFAC survey suggests an overwhelming support for prerequisites for a variety of classes. CFAC suggests that VCCS allow peer groups to set prerequisites that will become system-wide requirements.

Dr. Monty Sullivan, Vice Chancellor for Academic Services and Research, stated that he will look into the issue. Dr. Sullivan stated that the issue is complicated by the fact that there are several sources of data involved, including the master course file, PeopleSoft, and the program inventory. He stated that these three sources need to be coordinated.

Dr. Sullivan explained the process for establishing systemwide prerequisites. He said that peer group recommendations are sent to his office, then to Susan Wood, and then to the Vice Presidents Council.

The Chancellor stated that uniform standards from the System Office should be established when student success is at stake. He stated that the prerequisites should be identified by the peer groups, then reviewed by academic officers, CFAC, and then the college presidents.

CFAC recommended that the peer groups discuss and set prerequisites that are important for student success and send them to Dr. Sullivan.

3. Adjunct Faculty

CFAC believes that strengthening the attractiveness of adjunct teaching will improve the quality and quantity of the adjunct teaching pool. Issues of concern are compensation, professional development, retirement, benefits, and recognition of longevity.

The Chancellor stated that colleges should look for more ways to be sensitive to adjunct faculty concerns. He encouraged the development of college level solutions such as the professional development program offered by Lord Fairfax Community College. He also stated that colleges should replace the term “Temporary Employee” with “Adjunct Employee”. He stated that the system office could develop a template contract for adjuncts that could be adopted by colleges.

Ms. Jeannette Beaudry, Associate Vice Chancellor for Human Resource Services, agreed to look into the issue of offering group health benefits to adjuncts and longevity recognition for adjuncts.

Dr. Sullivan, Vice Chancellor for Academic Services & Research, stated that the issue of quality control with regard to adjuncts will be a key topic discussed by academic officers in December.

4. VCCS Student Application Form

Could the VCCS student application form include questions relevant to grant requirements? For example, some grants target first generation college students.

Dr. Sullivan, Vice Chancellor for Academic Services & Research, said that the VCCS does want to ask these questions but is looking for correct wording so that students will understand what is being asked.

5. Computer Competency

CFAC recommends that some computer component or placement testing be required of all students.

Dr. Sullivan directed CFAC attention to the General Education Areas handout. He stated that Susan Wood, Director of Educational Planning, is working on it and is about nine months from completing the revision. He stated that the computer literacy requirement has not been changed.

Dr. Susan Wood, Director of Educational Planning, stated that information literacy broadly encompasses computer skills. She stated that the VCCS is looking for a global definition so the plan can last for awhile. Computer literacy is a concept that encompasses how we access information.

Dr. Wood suggested that faculty members with questions should contact her office or consult their college's institutional representative on the Table 5.1 Task Force.

Tom Sparhawk agreed to post a topic on computer literacy and general education requirements on the CFAC Blackboard discussion board.

6. System Provided Internet Connectivity at Home

CFAC believes it would be beneficial to the System to have all faculty connected to the Internet.

Dr. Neil Matkin, Vice Chancellor for Information Technology Services, said that upgrades to the central network of every college in system are in progress. He will put the issue on the table and get back to CFAC.

7. Retirement

Concern has been expressed about health insurance costs, the retirement multiplier, and range of choices in the Optional Retirement Plan.

Ms. Jeannette Beaudry, Associate Vice Chancellor for Human Resource Services, is working on a retirement incentive that meets IRS legal requirements. The high cost of health benefits places the retiree at a great disadvantage. The VCCS is looking at a possible incentive that in a limited way would cover the cost of health benefits up to the time a Retiree is eligible for Medicare.

8. Salary Compression

CFAC believes that as we approach the 60th percentile in salary we need to develop a way to maintain salaries at that level. Solving the problem of salary compression may address this issue.

The Chancellor stated that the State Board is committed to getting us to 60th percentile—not easy to do with strained resources. SCHEV will be asking the legislature to get us to 60th in 2 years; the VCCS will roll in behind that and lobby for it—realistically we may not get there in 2 years, but we will try.

9. Academic Renewal

Possible inequity in the current academic renewal policy.

This issue will be addressed at the next meeting.

10. Updates

Dual enrollment

There was a lengthy discussion regarding dual enrollment. Issues of concern are:

- Inconsistencies of faculty credentialing
- Academic integrity
- Need to define dual enrollment
- Expanding it to existing populations – 11th and 12th grades
- Conversations with Governor's schools
- Being in compliance with SACS

Middle College

Middle College, college recovery programs for 18-24 years olds, has been highly successful. There have been two years of unbelievable results. The students are highly motivated. At our five pilot sites, the most impressive measure is that 76 percent of GED recipients subsequently enrolled in a community college degree or certificate program.

By the end of the biennium, we hope to have 23 Middle College sites up and running, serving high school dropouts. We will prioritize Middle College sites by need – number of high school dropouts, low college going rates – and by other factors, such as community and business interest and college readiness. One would be hard pressed to find a college recovery program in the nation that would surpass Virginia's performance with this young adult cohort.

Problems with transfer of online courses

William & Mary wants to accept courses—need data to show William & Mary that dual enrollment and online courses are as academically rigorous.

Assess students and find out if they have skills, habits, behaviors needed to succeed in online courses. Pre-assessments before enrollment in online courses can alter success in the courses.

Don't let those at risk enroll without talking with someone (electronics advising puts student on notice).

Need hard data on what is happening at each institution before recommendations can be made.

Commonwealth and Chancellor's Fellowships

Every year there is money left over because there are not enough applicants.

Nan Ottenritter is the new Director of Professional Development—she is the person in charge of receiving applications.

Tom Sparhawk, President of CFAC announced that the next CFAC meeting will be held April 13-14, 2006.

Meeting adjourned.