

New Board Member Orientation

August 30, 2021

Brault Building, President's Meeting Room 306

11:00am - 1:00pm

New Board Members:

Ms. Catherine Novelli, Fairfax County
Mr. M. Siddique Sheikh, Prince William County
Ambassador Joseph Huggins, Fairfax City

1. Introductions and Welcome to the NOVA College Board (11:00am-12:00pm)

Ms. Zuzana Steen, Board Chairman
Mr. Ron Gill, Vice Chair
Dr. Anne Kress, NOVA President
Ms. Hannah Stoneburner, Associate System Counsel and Assistant Attorney General

A. The Role and Responsibilities of the College Board

- The NOVA College Board is an advisory board within the VCCS System and subject to actions of the VCCS Board (the governing board). The *Policy Manual* (Section 2.9, 9, D,3, h) for the Virginia Community College System makes the following provisions concerning the duties and responsibilities of the Board:

A college board shall perform such duties with respect to the operation of a community college as may be delegated to it by the State Board. In general, a college board is responsible for assuring that the community college is responsive to the needs existing within its service region within the statewide policies, procedures, and regulations of the State Board.

The specific duties of the Board are detailed on pages 3 and 4 of the College Board's Policies and Procedures Manual (Attached)

- The College Board acts as a liaison to and from the appointing jurisdictions - Expanding the College's circles of influence and recognition as a strategic resource

B. Overview of the VCCS Strategic Plan and the NOVA Strategic Plan

C. Legal Responsibilities

Compliance with:

- State and Local Government Conflict of Interests Act
 - Compliance with Financial Disclosure Statement Requirement

- Virginia Freedom of Information Act
- Virginia Public Records Act

Fiduciary Responsibilities

D. How the Board Conducts Business

- Meetings
- Committees
- Planning and evaluation
- Policies and Procedures Manual

2. **College Operations and Board Engagement through Board Committees**

Lead Staff for Board Committees

(12:00pm – 12:45pm)

A. Finance, Building and Sites Committee

Ms. Ina Dimkova, VP of Finance and Administration

Mr. Cory Thompson, AVP of Operations

- How College is funded
- Budget challenges and opportunities
- Local support/budget
- Capital projects and role of VCCS in development

B. Student Services and Success Committee (Name to be revisited at Sept. meeting)

Dr. Frances Villagran-Glover, VP of Student Services

Dr. Nathan Carter, Chief Diversity, Equity and Inclusion Officer

- Policies, programs and actions designed to help students achieve success
 - Recruitment
 - Financial aid
 - Counseling
 - Retention
- Diversity, Equity and Inclusion Plan

C. Academic Curriculum and Workforce Development Committee

Dr. Eun-Woo Chang, VP for Academic Affairs and Chief Academic Officer

Mr. Steve Partridge, Vice President of Strategy, Research and Workforce Innovation

- Program and credit course development
- Program advisory committees
- Workforce focus and initiatives

3. **Foundation and Government Affairs – Supporting Roles**

(12:45pm – 1:00pm)

A. NOVA Foundation's role in supporting College

Ms. Kelly Persons, Executive Director of the NOVA Foundation

B. College Board's role in advocacy

Mr. Dana Kauffman, Director of Government Affairs

NOTE: This orientation is intended to provide a broad overview of College operations and the role of the three Board committees. More detailed information will be provided in September, when new members will have the opportunity to meet with the staff leadership of their assigned committee.

ATTACHMENTS:

- Northern Virginia Community College Board Policies and Procedures Manual
- Guidance for responding to situations you might face as a member of the NOVA College Board