Facility Assembly Meeting  
MINUTES  
March 7, 2019  
Godbey 145 (Art Room)

1. Call to Order – Amber Clark

Amber welcomed all faculty to the meeting and we thanked the English folks for a delicious lunch (even though they could not attend!) before starting the meeting.

2. Review and approval of minutes from last meeting

The minutes from the February meeting were reviewed and approved as submitted, and copies were available at the meeting.

3. Treasurer’s Report – Ellen Oliver

The balance in the treasury is $1282.12 as of February 28, 2019. Copies of the Treasurer’s Report were available at the meeting. Ellen is taking dues payments ($10/member for full time, $5/member for part-time) and Support Staff Luncheon donations ($20/member suggested). Feel free to leave your payments in her mailbox and she will get you a receipt.

4. Pathways to the American Dream Grant – Amber Clark on behalf of Debbie Bond

Amber provided us with a document outlining the updated wording for the ways NRCC awards college credit for subject matter competency based on previous academic study or acquired through nontraditional means. The wording has been updated to match the VCCS wording, and has been approved.

5. Dynamic Fall 2019 Schedules – Amber Clark

Amber shared with us that, in an effort to boost enrollment and better serve students, select DE courses will offer dynamic 10- and/or 7-week sessions beginning in Fall 2019. These courses have already been added to the schedule, and issues like CLAS progress surveys are being resolved.

6. Family Fun Festival debrief – Amber Clark

The Family Fun Festival was, again, a success. We discussed and debriefed, and some comments included that it seemed like fewer participants this year, but that and the lack of loud music may have actually made it a better experience for participants and faculty/student volunteers alike. The nursing students were a welcome new addition this year, and Pablo’s balloon art continued to be a highlight. Tammy’s face-painting was much appreciated, and of course the “critters” were well-received. The cake walk, games, bouncy house, mechanical bull, and popcorn rounded out the day, and participants indicated that they had enjoyed themselves as they departed. The issues this year were with the changes in shared services that required last-minute flexibility and effort on Amber’s part, and generous support from Dr. Huber and the NRCC Educational Foundation. We’ve been encouraged to make our purchasing requests of shared services next fall in preparation for the Family Fun Festival in the spring in order to ensure we get what we need. We discussed having a coordinator for the Family Fun Festival who is not the Faculty Assembly President in order to spread the burden, possibly the Vice President. This person would work with Amber to learn everything that needs to be done, and can delegate and/or ask for assistance in getting everything taken care of.

7. New Horizons Conference – Amber Clark

Amber reminded us to register for this conference if we have not already; registration is still open even though the early bird deadline has passed.

8. Support Staff Luncheon Planning – Amber Clark
This year’s Support Staff Appreciation Luncheon will be held on Thursday, May 9. Amber will send an email to coordinate this, but people will plan to do the same jobs they’ve done in the past. Amber will find out about the meat that is usually supplied by NRCC that we will now have to go through shared services to purchase. When you get the email from Amber, please let her know how you can help out.

9. 2019-2020 Faculty Assembly Officers

Amber will speak to Graham Mitchell about moving from Vice President to President for next year. Ellen is willing to continue to serve as Secretary and Treasurer, but if someone else would like to serve in this manner, let her know. We are looking for someone to serve as Vice President for next year. Please let Amber know if you are willing to serve your college in a Faculty Assembly officer role next year; it does fit in as an APPDO...

Respectfully submitted by Ellen Oliver, Secretary