Acronym Decoder

Your Guide for Figuring out the Many Codes at Northern Virginia Community College

http://www.ecy.wa.gov/quality/plaintalk/images/acronym.gif
Acronym Decoder

You’ll notice that there are more than acronyms in this publication.

| AL, A | Alexandria Campus | ARC – Arlington Center  
|       |                   | FTM – Fort Myer  
|       |                   | HEN – Henderson Hall  
|       |                   | NTF – Northern Virginia Training Futures  
|       |                   | SCG – South County Government Center  
|       |                   | WHS – Wakefield High School  
| AN, N | Annandale Campus | ATA – Arlington County Fire Training Academy  
|       |                   | EAS – Employee Assistance Services, Inc.  
|       |                   | FTA – Fairfax Fire and Rescue Academy  
|       |                   | FSE – Fire Station 18  
|       |                   | CC – Classroom Building (Business and Public Services Division)  
|       |                   | CE – Ernst Cultural Center  
|       |                   | CF – Food Services Building  
|       |                   | CG – Godwin Building (Administration, Student Services)  
|       |                   | CH – Brault Building (College Administration)  
|       |                   | CM – McDiarmid Building (Liberal Arts Division)  
|       |                   | CN – formerly Nursing Building (Languages and Literature Division)  
|       |                   | CT – Technology Building (Math, Science and Engineering Building)  
|       |                   | NW – Workforce Development Center  
| LO, L | Loudoun Campus | MEW – Loudoun Cornwall Center  
|       |                   | LVH – Loudoun Valley High School  
|       |                   | PFH – Potomac Falls High School  
|       |                   | RES – Reston Center  
| MA, M | Manassas Campus | MPH – Manassas Park High School  
|       |                   | MMS – Grace E. Metz Middle School  
| ME, H, MEC | Medical Education Campus |  
| WO, W | Woodbridge Campus | FBA – Fort Belvoir Barden Education Center  
|       |                   | FRE – Freedom High School  
|       |                   | QME – Quantico Lifelong Learning Education Center  

A.A. – Associate in Arts  

A.A.A.S – Associate in Applied Arts and Sciences  

A.A.S. – Associate in Applied Arts
ABLE – Assessment by Local Exam. This is credit by examination. Credit will be granted for selected national exams in accordance with the recommendations of the ACE Guide to Credit by Examination. In addition, NVCC has prepared exams (called ABLE exams) for selected courses to validate learning achieved through work-related experience, formal education, etc. Contact a counselor for more information.

ACE – American Council on Education http://www.acenet.edu
ACE's Center for Adult Learning Experiential Web site is: www.acenet.edu/calec.

Academic Services – Consult this college office for assistance with curriculum development, http://www.nvcc.edu/depts/academic

ADA – Americans with Disabilities Act which guarantees equal access for public entities. (Compare this with K-12 Individuals with Disabilities Education Act). Section 504 of the Rehabilitation Act grants equal access for all programs receiving federal funding while Section 508 of the Rehabilitation Act ensures equal electronic access.

ADC – Academic Deans Council

ADMIN Council – The Administrative Council consists of the President’s immediate professional staff. Matters concerning the College policy and administrative procedure are reviewed by the Council and appropriate recommendations are made to the President. The Council is made up of President, Chair, the Executive Vice President, Vice President of Finance and Administration, Vice President of Information and Instructional Technology, Vice President of Workforce Development, Director of Public Affairs, and the Provosts of each of the six campuses. http://www.nvcc.edu/depts/admincouncil/

AIS - Administrative Information System - http://system.vccs.edu/AIS/. User id: AISUC and the password is AISUC123

AL – Alexandria Campus

AN – Annandale Campus

AP - Advanced Placement examinations of the College Entrance Examination Board may be used for advanced placement. Specific college course credits will be granted for scores of three, four, or five on the Advanced Placement (AP) examinations.

ARC – Arlington Center, located behind the Holiday Inn Hotel on Fairfax Dr, Arlington, http://www.nvcc.edu/depts/arlington/

A.S. – Associate in Science

AtD – Achieving the Dream. This is a national initiative and NOVA is a participant, www.achievingthedream.org/.

BB – Blackboard – an online course content system. Create a course online or use this for your traditional classes. The gradebook is a nice feature. To have a
Blackboard course, email Michelle Gee, mgee@nvcc.edu, and give her the name of the course, etc. Blackboard also has an organizations feature for committee work. You can find software, VCCS notes, and copies of the Chronicle of Higher Education on Blackboard. There are three ways to access Blackboard: http://learn.vccs.edu, or https://nvcc.my.vccs.edu/jsp/home.jsp, or http://www.nvcc.edu/novaconnect/

**CASE** – Cultural Awareness and Student Engagement is an initiative in conjunction with K-12 schools, http://www.nvcc.edu/woodbridge/CASEproject/

**CCSSE** – Community College Survey of Student Engagement, http://ccsse.org

**CETL** – Center for Excellence in Teaching and Learning – This is a college-wide unit to support faculty in their teaching and learning. CETL sponsors new faculty orientation and the Power Up Your Pedagogy conference (in January), and publishes Teaching and Learning Matters. http://www.nvcc.edu/cetl

**CEU** – Credit Equivalent Unit

**CLEP** - College-Level Examination Program

**College Convocation** is the kick-off for each new academic year, in August. In January, this day is called Cross Campus Day.

**CR** – Credit

**CRO** – Central Records Office

**Cross Campus Day** – Held in January, this day is devoted to professional development and discipline cluster meetings. All faculty members are invited to this event and full-time faculty are expected to attend.

**CTE** – Virginia Community College System has Centers for Teaching Excellence. The Northern Region CTE is coordinated by Dr. Rosalyn King, http://www.nvcc.edu/loudoun/CTE

**Curriculum Committee** – Find minutes at http://www.nvcc.edu/dpets/academic/committees/currcomm.htm


**DISS** - Director of Information & Instructional Support Services

**DHRM** – Department of Human Resources Management is a part of the Commonwealth government, http://www.dhrm.virginia.gov/. This is your portal for most benefit services.

**Division Chair**  – Former term for what is now the academic dean.
eDirect – Employee Direct is the Commonwealth of Virginia's Health Benefits Enrollment and Information System, http://edirect.virginia.gov/. Update your address, marital status, etc. here.

ELI – The Extended Learning Institute provides distance learning and instructional design support, http://eli.nvcc.edu

eMEETING – A resource for real-time class meetings or office hours. This is also called “Centra.” Go to the Technology Applications Center for training, http://tac.nvcc.edu

EMPLID – Identification number on NOVA Connect. This is your user ID. http://www.nvcc.edu/novaconnect/faculty/tutorials/facidG.htm

eNOVA – The live virtual webs classroom, powered by Centra. Go to the Technology Applications Center for training, http://tac.nvcc.edu

ESL – English as a Second Language

EVP – Executive Vice President (Dr. John Dever), http://www.nvcc.edu/depts/vpacademic

F-1/M-1 – International students, http://www.nvcc.edu/international/

FACTS – Fast Automatic Cast Transfer System tuition payment plan

FERPA – Federal Family Educational Rights and Privacy Act

FORB – 8000 Forbes Place is where Financial Aid and Support Services and ELI are located. This is behind the Ravensworth Shopping Center at the Braddock Road West exit of the Beltway (495).

FSV – The Faculty Senate of Virginia is a representative voice for private and public college and university faculties in the Commonwealth and participates in the formulation of policies on academic, educational, administrative and professional concerns affecting its constituent faculties. Each college and university is invited to belong to this advisory group. NVCC has three representatives to FSV. http://www.fsva.info/

FTE – Each institution counts students by head count and by full-time equivalent status. During the 2006-2007 academic year, we served over 60,000 students (headcount) in credit courses, and over 250,000 students (headcount) in non-credit courses and public service activities. The FTE for 2006-2007 was 25,702.

GED - General Educational Development Tests

HR – Human Resources, http://www.nvcc.edu/hr

Hybrid – A course that is taught partially in the classroom and partially via distance. Often, these courses involve using Blackboard and Centra technology.
**Hybrid** - Sometimes a course is called a hybrid because it is a survey course for the field. For instance, the SPD 110 Introduction to Speech Communication course has been called a hybrid because it focuses on many areas of communication.

**I-20** - In order to get F-1 (student) status, a student must have an I-20 form issued by the school they will attend. The I-20 states what the student will study, when the studies will begin and end, the cost of the program and the source of financial support, [http://www.nvcc.edu/international/](http://www.nvcc.edu/international/)

**IISS** - Information and Instructional Support Services

**ISSC** – the Instructional and Student Services Committee is a College Forum Committee. Minutes for these meetings can be found at [http://www.nvcc.edu/depts/vpacademic/isscminutes.htm](http://www.nvcc.edu/depts/vpacademic/isscminutes.htm)

**IT** – Instructional technology

**LINC** – Library Information Connection, [http://vccslinc.vccs.edu/F/?func=find-b-0&local_base=nvcc](http://vccslinc.vccs.edu/F/?func=find-b-0&local_base=nvcc)

**LO** – Loudoun Campus

**LRS** – Learning Resource Services (this generally includes the library, testing center, tutoring services, language labs and audio visual support).

**MA** – Manassas Campus

**MCF** – Master Course File (maintained by VCCS)

**ME** – Medical Education Campus (Also called **MEC** and **H**)

**MERLOT** – Multimedia Educational Resources for Learning and Online Teaching. The VCCS is an organizational member. This is a repository of learning objects, [http://merlot.org](http://merlot.org).


**MOAT** - Managed Ongoing Awareness Tools - An online instructional technology security awareness training that is mandated by the Commonwealth of Virginia.

**MWF** - Monday, Wednesday and Friday (M = Monday; W = Wednesday; F = Friday)

**N** = Sunday (**SN** = Saturday and Sunday)

**NOVA** – Northern Virginia Community College. This is our official nickname. Some VCCS colleagues call us “Northern.”
**NW** - Annandale Workforce Development Center at 7630 Little River Turnpike, which is just east of Interstate Route 495. This is also referred to as Pitney-Bowes. It is behind the 7-11 at the intersection of Rt. 236 and Hummer Road.

**OIT** – Office of Instructional and Information Technology, http://www.nvcc.edu/oit

**ORP** – Optional Retirement Program. This program is an option available for full-time faculty. Other full-time employees are enrolled in the VRS.

**P14** – Hourly employees who are a part of our classified staff

**Payline** – Find your benefits, earnings and leave information, https://secure.doa.virginia.gov/payline/

**Peer Group** – This is the term that the VCCS gives for disciplines. Peer group meetings are held every other year. Teaching faculty (full and adjunct) are invited to attend the two-day conference. This is sponsored by the VCCS Professional Development office, http://www.vccs.edu/vcprodev

**PSC** - Personnel Services Committee – This committee makes recommendations to the College Senate and asks upon recommendations from the Senate, Campus Councils, and/or Administrative Council on matters relating to personnel policies and the general welfare of the faculty and classified staff.

**PLACE** - Prior Learning Activity for Credit Evaluation. Students may obtain credit for life experiences by developing portfolios through the (PLACE) program. PLACE is for adults who have gained college-level learning through work, volunteer activities, participation in civic assignments, travel, independent study, and similar life experiences. Contact a counselor for details.

**Provost Staff** – Each provost has an administrative staff composed of academic deans and directors of other units on the campus.

**PTK** – Phi Theta Kappa is an international honor society of the two year colleges. http://www.ptk.org/. Our local chapter is called Alpha Beta Rho, http://www.nvcc.edu/annandale/clubs/PTK/

**PuP** – Power Up Your Pedagogy – This is an annual teaching and learning conference by and for NOVA faculty. It is held in January and is sponsored by the Center for Excellence in Teaching and Learning. http://www.nvcc.edu/CETL/powerup.htm

**RES** – The Reston Center has two locations in Reston. The Reston Center is a part of the Loudoun Campus, http://www.nvcc.edu/depts/reston/

**S** – Saturday (SN = Saturday and Sunday)

**SACS** – Southern Association of Colleges and Schools. For more information, go to http://www.sacs.org

**SCH EV** – The State Council for Higher Education in Virginia. SCHEV recommends policy to legislators and conducts studies for them. http://www.schev.edu/
SDV – Student development courses focus on career development and orientation to the college. Students who wish to earn an associates degree must complete an SDV course. (We recommend that this complete this course by their 12 credit.)

SCE - Sigma Chi Eta is the official community college honor society of the National Communication Association (NCA), http://www.nvcc.edu/home/tolds/

SIS – Student Information System. Also known as MyNova, and People Soft.

SOC – (SOCAD, SOCNAV, SOCMAR, SOCCOAST) - Service Members Opportunity Colleges. Military transcripts are evaluated via AARTS/SMARTS, http://www.nvcc.edu/alexandria/military/evaluation.htm

STD – The old version of the Student Development courses. This is now called SDV

TAC – Technology Applications Center, http://tac.nvcc.edu/

TR – Tuesday and Thursday (T = Tuesday; R = Thursday)

TRiP is an intensive, part-time, technology training program for people interested in transitioning to an IT career.

USAFI – United States Armed Forces Institute. NVCC will award specific course credit for acceptable scores on the USAFI tests. As USAFI is no longer operative, arrangements have been made for the Defense Activity for Non-Traditional Education Support (DANTES) to administer and store standardized subject tests and General Educational Development Tests (GEDs) for military personnel, http://www.nvcc.edu/loudoun/admission/transfer.htm


VCCS – The Virginia Community College System. NVCC is one of the 24 institutions in the system. VCCS sponsors new faculty seminars, leadership seminars, peer disciplines conferences and the New Horizons conference. http://www.vccs.edu/


VRS – Virginia Retirement System, http://www.varetire.org/. Full-time faculty members may choose to be a part of the VRS or the ORP.

VSDP – Virginia Sickness and Disability Program. Contact Human Resources for more information, http://www.nvcc.edu/hr

WO – Woodbridge Campus