

TIDEWATER COMMUNITY COLLEGE BOARD

SEPTEMBER 26, 2019

4:00 P.M.

NORFOLK CAMPUS STUDENT CENTER

TERRI N. THOMPSON, CHAIR
PRESIDING

AGENDA

Social Gathering – (4:00 – 4:30 p.m.)

1. **Welcome and Call Meeting to Order** – (4.30 p.m.)
2. **Program Highlight** – (15 min.)

“Transfer Programs”

Dr. Kellie Sorey
Associate Vice President for Academic Affairs

3. **Adoption of Consent Agenda** (Board Member(s) may make request(s) to move item(s) from the Consent Agenda that requires further discussion later in the meeting). (Board approves motion to adopt the consent agenda).
4. **Approval of Action Item(s) on Consent Agenda** (All item(s) under the Consent Agenda are enacted by one motion). (**Attachment(s)** – (5 min.)
 - a. Previous Meeting Minutes #309 for May 7, 2019 (**Attached**)
 - b. Previous Meeting Minutes #310 for August 20, 2019 (**Attached**)
 - c. Discontinuance of Career Studies Certificate in Collision Repair Technology— Non-Structural and Refinishing (**Attached**)
 - d. Chesapeake Campus Ring Road Project (**Attached**)
5. **Curriculum & Student Development Committee Report** – Dr. Barry C. Brown, Chair (10 min.)
 - a. None
6. **Finance & Facilities Committee Report** – Mr. James (Jay) Lucado, Chair (10 min.)
 - a. Final Local Financial Statements for Year Ending June 30, 2019 (**Attached**)
 - b. Routine Local Financial Statements for Month Ending July 31, 2019 (**Attached**)
 - c. Final Financial Report for 2018-19 (**Attached**)
 - d. State Operating Budget for 2019-20 (**Attached**)

7. **Advocacy Committee Report** – Ms. Cynthia (Cindy) S. Free, Chair *(10 min.)*
 - a. None
8. **Educational Foundation Liaison Report** – Ms. Delceno Miles *(5 min.)*
9. **Real Estate Liaison Report** – Mr. John Padgett *(5 min.)*
10. **Discussion & Approval of Action Item(s)** (Removed from Consent Agenda) – *(10 min.)*
11. **President’s Report** – *(15 min.)*
 - a. Fall Enrollment Update (w/Mr. Aasen)
12. **Chair’s Report & Announcements** – *(15 min.)*
 - a. Presidential Search Update
 - b. Nomination of Board Leadership
13. **Adjournment**

1TIDEWATER COMMUNITY COLLEGE BOARD

MEETING NO. 309

MAY 7, 2019

Meeting number three hundred nine of the Tidewater Community College Board was held on Tuesday, May 7, 2019, at the Workforce Solutions Center in Suffolk.

Members Present: Barry C. Brown
Lynn B. Clements
Paulette D. Franklin-Jenkins
James (Jay) N. Lucado
John M. Murray
Terri N. Thompson
Jerome A. Bynum
Gregory T. DeCinque
Cynthia (Cindy) S. Free
Delceno C. Miles
John D. Padgett

Members Absent: William (Bill) W. Crow

Others Present: Curtis K. Aasen, Vice President for Information Systems and Institutional Effectiveness
Marian Anderfuren, Vice President for Institutional Advancement
A. J. Bafetti, Student
Matthew J. Baumgarten, Executive Director of Real Estate Foundation/COO of Facilities & Public Safety
Emanuel Chestnut, Interim Provost of Norfolk Campus
Stacey Deputy, Chair of College Faculty Senate
Sarah DiCalogero, Faculty Senate
James Edwards, Interim Provost of Chesapeake Campus
Chris Gollogly, Student
Paul Gordy, Faculty
Alice Hoy, Faculty
Latesha D. Johnson, Executive Assistant to the President
Sean Lacroix, Faculty
Sarah (Beth) Lunde, Associate Vice President for Human Resources
Corey L. McCray, Interim Executive Vice President for Academic & Student Affairs and Vice President for Workforce Solutions
Heather McCraig, Associate Vice President for Finance
Phyllis F. Milloy, Vice President for Finance
Nancy Prather-Johnson, Business Pathway Dean
Kellie Sorey, Associate Vice President for Academics
Michael D. Summers, Provost of Virginia Beach Campus
Michelle Woodhouse, Provost of Portsmouth Campus

1. Welcome and Call to Order

Ms. Thompson, chair, determined the presence of a quorum, called the meeting to order at 4:29 p.m., asked Ms. Miles to provide an invocation, and welcomed guests.

Amended Agenda

Ms. Thompson called on Dr. DeCinque to introduce special guests. Before doing so, he asked Dr. Edwards to share a student success story. Dr. Edwards shared a video that he received from a parent, highlighting TCC's partnership with Chesapeake Public Schools in the dual enrollment program in Mechatronics. Ryan, a student at Great Bridge High School, received an advanced diploma and certificate in Mechatronics from TCC. Because of his commitment and good grades, he was invited to attend a conference at the College of Future Science in Technology Leaders in Boston. The conference increased Ryan's interest in Robotics. In addition, he visited UVA, Virginia Tech and ODU. Because of the program, Ryan is interested in Engineering and Robotics and plans to remain at TCC until he transfers to a four-year college to complete his Bachelor's Degree.

At the invitation of Dr. DeCinque, Dr. Summers introduced Mr. Gordy and AJ Bafetti and Chris Gollogly, students at TCC. Mr. Gordy shared that students are able to work on special projects through an Engineering Club at the college. AJ Bafetti, a Grassfield High graduate who was born without a lower left arm has been quick to adapt to life's challenges. He decided to study in an academy that focuses on Science, Technology, Engineering, and Math (STEM). AJ and Chris Gollogly, a fellow classmate, designed and manufactured a prosthetic arm with the help of a 3D printer in the Advanced Technology Center Lab at TCC. Designing and fine-tuning the prosthetic took about five months. He tried other prosthetics but found them heavy, uncomfortable and easily breakable. His self-designed device, which he calls a "light arm" not only helps him with daily activities, but also has inspired others. Mr. Gordy oversaw the project but let them figure things out on their own. AJ will finish the coursework for his associate of science degree in engineering by the end of summer and transfer to ODU this fall for his bachelor's in mechanical engineering.

Ms. Thompson welcomed new board member, Steven Cantrell from the City of Portsmouth.

2. Program Highlight

At the invitation of Dr. DeCinque, Mr. Baumgarten updated the board on the Suffolk property as the featured program highlight. He displayed photos of College Point, the original home of Tidewater Community College, provided history of the property, and shared the status and future plans for the 1.3 miles of shoreline.

3. Adoption of Consent Agenda

Ms. Thompson inquired if there were requests to remove any item(s) from the consent agenda to the full agenda. Hearing none, she asked for a motion to accept the consent agenda. On a motion by Ms. Franklin-Jenkins, seconded by Mr. Murray, the board approved the consent agenda as presented.

4. Approval of Action Items on Consent Agenda

Referring to Tabs 4a through 4e of the meeting packet, the board approved Meeting Minutes #308 for March 12, 2019, the Proposal for Spin-Off A.S. Computer Science Degree, the Proposal for Career Studies Certificate in Magnetic Resonance Imaging, the Proposed 2019-20 Local Fund Budgets, and the Resolution Honoring John M. Murray. In addition, the board approved Tabs 6a and 12c, the Proposed 2019-20 Business and Industry Advisory Committees and the Proposed 2019-20 Board Meeting Schedule.

5. Advocacy Committee Report – Ms. Cynthia (Cindy) Free, Chair

- a. 50th Anniversary Proclamations. Ms. Free reported that the college received its 50th Anniversary Proclamations from the cities of Chesapeake, Norfolk, Portsmouth, and Virginia Beach. She shared photos of the event.
- b. Proposed Joint Board Meeting for Presentation on RVA-Hampton Roads Mega Region Initiative. Ms. Anderfuren provided background information regarding the initiative. She reported that Tom Frantz and Ted Chandler are leading the new initiative. Their goal is to start conversations and collaboration that could lead to the creation of a mega region for Hampton Roads and Richmond. Together, they would be one of the top 20 largest metro areas in the U.S. Therefore, Ms. Anderfuren stated that community colleges should be at the table when the discussion turns to higher education. Ms. Free and Ms. Anderfuren will invite Mr. Frantz to brief the TCC boards on the initiative at a joint board meeting.

6. Curriculum & Student Development Committee Report – Mr. John M. Murray, Chair

- a. The board approved the proposed 2019-20 Business and Industry Advisory Committees as noted above.
- b. Dr. McCray provided an update on Pathways. He noted that Guided Pathways will be in full implementation July 1, although much work is still needed. Pathways and Academic Restructuring provide an academic support structure across the college, transition to the one-college concept—academic and curricular consistency across the college, facilitates faculty and program leadership to improve student learning and student progression outcomes, and efficient course scheduling. Academic Restructuring required reviewing some position descriptions. Provosts remain the campus Chief Operating Officer (COO). In addition, they are responsible for specific Pathways to ensure students are successful. Pathway Deans work directly with and report to the Pathway Provosts to ensure instruction, student transfers, employment opportunities, and student success. The Discipline Deans also report to the Pathway Provosts. They support the day-to-day operations of the Pathways and will have discipline responsibilities. Department Chairs support the Pathways as it moves forward, ensuring student success. A major concern from faculty was their direct report and who would complete their evaluation. Dr. McCray addressed the concern and he informed faculty of their supervisor April 30, 2019.

Wave 1 Pathways launched July 1, 2018. There were successes during the implementation and some challenges that needed work. However, the Pathway Deans determined what worked well for them. Dr. McCray noted that Wave 2 Pathways will launch July 1, 2019 and will be somewhat different. Chairwoman Thompson asked Dr. McCray to elaborate on the challenges from Wave 1. He asked Dr. Prather-Johnson to give further details. Some of the challenges were coding classes to ensure they were identified as a pathway, making sure everyone knew their direct report, and a lot of organizational work. Ms. Miles asked what was in place to ensure there were no inconsistencies with customer service. Dr. Prather-Johnson noted that Pathway Deans created a system of processes in order to continue open dialogue with faculty and communication with students. Ms. Miles stressed the importance of excellent customer service. Because the Academic Restructuring affected faculty, Mr. Lucado asked if they learned anything during Wave 1 that would ease the transition for Wave 2. Dr. McCray reported that both groups worked together. In addition, the Academic Council, comprised of district and campus administration, as well as faculty and staff, was established to resolve disagreements, discover unintended consequences, and establish new protocols. Dr. DeCinque emphasized that change is essential for future success. Guided Pathways and Academic Restructuring will help with enrollment decline and improve student success.

Mr. Aasen reported on external responsibilities and Pathways assessment as noted in the document attached.

7. Finance & Facilities Committee Report – Mr. James (Jay) Lucado, Chair

- a. Routine Financial Statements for Month Ending March 31, 2019. At the invitation of Mr. Lucado and referring to Tab 7a of the meeting packet, Ms. Milloy noted that the budgets reflect activity for nine months of the fiscal year. Local Investments and Contributions for FY18-19 were collected from all cities. The average yield for March on investments of \$46.9 M was 1.86%, earning \$72,617. The interest earned year-to-date is \$462,164.

8. Educational Foundation Liason Report – Ms. Delceno Miles

Ms. Miles provided an update on the Major Gifts Campaign. The Hampton Roads Community Foundation awarded the college \$500,000. The Foundation must still raise \$5.7 million of the \$9.5 million budget for the Perry Center. The committee met with Walmart to request five trucks for the CDL Program. In addition, they plan to meet with Norfolk City Officials again to request more support.

9. Real Estate Liaison Report – Mr. John Padgett

The program highlight covered the report. Mr. Padgett noted the Real Estate Foundation Board Retreat was scheduled for May 8. The board will discuss the future of the Foundation.

10. Discussion & Approval of Action Item(s) Removed from the Consent Agenda

- a. Nothing to report.

11. President's Report

- a. Spring/Summer Enrollment. At the invitation of Dr. DeCinque, Mr. Aasen provided an update on Spring/Summer Enrollment. He reported that the 2018-19 FTE Enrollment is +2.7%

(summer), -9.1% (fall) and -7.3% (spring). The 13,977 Annualized FTE is down 6.7% from 2017-18. In addition, Headcount Enrollment is -1.5% (summer), -8.1% (fall), and -5.6% (spring). The 31,090 Headcount is down 5.7% from 2017-18. As of today, the college is down -18.4% in headcount and -17.9% in FTE. Registrations for Workforce Enrollment FY2019 decreased -5.0%. However, average contact hours per student increased +17.7%.

- b. Update on ESCC Reboot. Dr. DeCinque asked Ms. Milloy and Mr. Aasen to provide an update on TCC's participation of the ESCC Reboot. Ms. Milloy provided some history of how the reboot started. The General Assembly charged JLARC to do a review with VCCS. The 2017 report required VCCS to examine viability of small campuses by either consolidation or closure. As a result, the Chancellor formed a task force to determine how TCC could help ESCC. Initially, the task force only assisted in the Administrative and Financial areas. However, they began to look at other areas including Academics, Student Affairs, Workforce, Human Resources, Institutional Effectiveness, Grants, Marketing, and Safety. Consequently, the task force established a list of functions (230) that TCC could provide ESCC. Those functions were distributed between ESCC, VCCS, Shared Services Center, and with TCC receiving 85 of them. The Chancellor arranged a three-year plan for ESCC Reboot. At the end of three years, Eastern Shore's system office will assess where they are and decide if they can function without assistance, continue with TCC's help, or become consolidated with another college. TCC staff will be compensated for services provided to ESCC. Ms. Milloy will hire two full-time employees in the finance department to assist with the assignments. In addition, others who are affected by the three-year reboot will receive compensation for their additional responsibilities.

12. Chair's Report & Announcements

- a. Chancellor's Presidential Selection Process. Ms. Thompson provided the board with an estimated timeline. She noted that the survey closed April 27. There were approximately 600 responses to include the following: 35.8% (students), 14.7% (staff), 19.5% (full-time faculty), 7.8% (part-time faculty), and 8.7% (administrators). The next steps include: 1) establish 3-5 institutional priorities based on responses of the survey, 2) Screening Committee formed to include Ms. Thompson, Ms. Miles, Mr. Lucado, and Mr. Padgett, and 3) groundwork for the search—job posting created.
- b. Announcements
- The Joint Board Recognition Reception is June 27 at the Glass Wheel Studio. The board will honor Mr. Murray for his service and years on the College Board.
 - Mr. Steven Cantrell resigned from the College Board, effective May 1. He is relocating to Tennessee.
 - Spring Commencement Exercises is Monday, May 13 at 6:00 PM in the Ted Constant Convocation Center. Ms. Ruth Jones-Nichols is the speaker.
 - The Graduation Brunch is May 11 at 10:00 AM in the Chesapeake Campus Student Center.
 - TCC's 50th Anniversary Family Picnic is May 16 at 4:00 PM at the Virginia Beach Campus.

- The next College Board meeting is August 8 at 4:00 p.m. at the Portsmouth Campus Student Center.
- The Build Virginia Meeting is tomorrow at 8:00 AM at the Skilled Trades Academy. The Governor is attending.

Chairwoman Thompson acknowledged the Faculty Senate. She stated the board received a copy of the motions passed by the senate in 2018-19. If the board had any questions, Ms. Thompson noted that she would include it on the agenda at the next board meeting.

13. Adjournment

There being no further business to come before the board, Ms. Thompson adjourned the meeting at 6:56 p.m.

Respectfully submitted,



Gregory T. DeCinque, Ph.D.
Secretary to the Board

APPROVAL



Terri N. Thompson
Chair

Pathways Update

Guided Pathways and Academic Restructuring

- Provides academic support structure of guided pathways across the college
- Transition to one-college concept—academic and curricular consistency across college
- Facilitates faculty and program leadership to improve student learning and student progression outcomes
- Efficient course scheduling

Guided Pathways and Academic Restructuring

- Provosts – campus chief operating officer (COO)
- Pathway Deans – reports to pathway provost
- Discipline Deans – reports to pathway provost
- Department Chairs

Faculty will be made aware of their supervisor by April 30, 2019.

Guided Pathways and Academic Restructuring

Wave 1 pathways launched July 1, 2018

- Computer Science and IT (Clement)
- Health Professions (Calogrides)
- Public and Professional Services (Fairchild)
- Business (Prather-Johnson)

Wave 2 pathways will launch July 1, 2019

- Arts and Humanities (Ragno)
- Engineering, Science, and Math (Ryan)
- Manufacturing and Transportation (Rubin)
- Maritime and Skilled Trades (Stout)
- Social Sciences and Education (Snyder)

Performance Funding Metrics

- 10 Measures (entry, retention, progression & completion)
- 20% of operational budget

State Council of Higher Education (SCHEV) & Code of Virginia

- Transfer Virginia (metrics include less wasted credits and improved transfer)
- Policy on Student Learning Assessment and Quality in Undergraduate Education (approved July 2017)
 - Each institution will assess student achievement of 6 general education competencies

Southern Association of Colleges & Schools Commission on Colleges

- New focus on Goals and Thresholds of Performance Acceptability
- Strengthened expectations for student learning outcomes and general education

Pathways Assessment

Expectations

- Improvement in program student learning outcomes
 - College-wide involvement (not campus specific)
 - Faculty involvement in pathway academic programs
- Improvement in general education learning outcomes
 - College-wide involvement (not campus specific)
 - Faculty involvement in pathway disciplines and academic programs
- Improvement in college-wide student progression marker outcomes
 - Strategies driven by pathway leadership and faculty

TIDEWATER COMMUNITY COLLEGE BOARD

MEETING NO. 310

AUGUST 20, 2019

Meeting number three hundred ten of the Tidewater Community College Board was held on Tuesday, August 20 2019, in the Portsmouth Campus Student Center. The meeting constituted the boards 2019-20 work session. Terri N. Thompson, Board Chair, presided.

Members Present: Jerome A. Bynum
William W. Crow
Cynthia (Cindy) S. Free
Delceno C. Miles
Terri N. Thompson
Lynn B. Clements
Gregory T. DeCinque
James (Jay) N. Lucado
John D. Padgett

Members Absent: Barry C. Brown
Paulette D. Franklin-Jenkins

Others Present: Curtis K. Aasen, Vice President for Information Systems and Institutional Effectiveness
Marian Anderfuren, Vice President for Institutional Advancement
Matthew J. Baumgarten, Executive Director of Real Estate Foundation/COO of Facilities & Public Safety
Sarah DiCalogero, Faculty Senate Chair
Dana Hathorn, Dean of Student Services
Emanuel Chestnut, Interim Provost of Norfolk Campus
James Edwards, Interim Provost of Chesapeake Campus
Latesha D. Johnson, Executive Assistant to the President
Steven Jones, Executive Director, TCC Education Foundation & Director, Government & Community Affairs
Corey L. McCray, Interim Executive Vice President for Academic & Student Affairs & Vice President for Workforce Solutions
Phyllis F. Milloy, Vice President for Finance
Michael D. Summers, Provost of Virginia Beach Campus

1. **Welcome and Call to Order**

Ms. Thompson, chair, determined the presence of a quorum and called the meeting to order at 4:20 p.m.

DRAFT

2. Discuss Purpose of Work Session

Ms. Thompson stated that the purpose of the work session was to establish and focus on the board's 2019-20 Work Priorities.

3. Farm Fresh Space Acquisition - Approval of Action Item(s) on Agenda

Mr. Baumgarten reported on the proposed purchase of Harbor Heights Retail Condo. The college faces a unique opportunity for long-term, space planning for the Norfolk Campus. He provided background information and opportunities noted in the document attached. After much discussion and on a motion by Ms. Clements, seconded by Ms. Miles, the board approved the Farm Fresh Space Acquisition.

4. Performance-Based Funding

Mr. Aasen provided an update on Performance-Based Funding for FY2020. VCCS base its Performance Funding Metrics (PFM) on ten measures of student progression in categories of Entry, Retention & Progression, and Completion. Colleges earn 'points' based on weighted number of successful students. Greater number of successful student's results in more points earned and colleges compete against each other based on total points earned. Each of the metrics are weighted. Mr. Aasen provided measures for several metrics.

5. Update on Summer Enrollment

Mr. Aasen reported that the FTE and Student Headcount for 2019 Summer Enrollment decreased by -15.1%. The decline puts the college back to where it was in 2000 for FTE and back to 1998 for Headcount Enrollment. Dr. DeCinque noted that online competition impacted Summer Enrollment, which is hurting TCC and many other regional institutions.

6. Financials**a. Auxiliary Services Update**

- **Textbook Sales** - Textbook sales declined due to decreasing enrollment, increased competition from other vendors, high textbook cost, and increased use of OER. Barnes & Noble lost over \$400 - \$600K the past four years and asked for a contract modification to decrease the college's commission. The college will work with MacArthur Mall management to renegotiate the Barnes & Noble lease contract.
- **Food Service** - The College has a contract with eLite Management Group. The declining enrollment has significantly impacted sales. In an effort to minimize the effects of decreased sales, TCC agreed to forego the FY20 commissions, estimated at \$39,000. Ms. Milloy is negotiating with eLite to operate at least one food service location at all campus student centers for the entire semester, with improved service. In addition, she will re-evaluate the FY21 contract to determine if the re-instatement of commissions is warranted and customer/food service has improved.
- **Exclusive Beverage and Vending** - The contracts with Coke and CRH ended June 30. Shared Services Center (SSC) extended vending to December 30, 2019 and exclusive beverage to June 30, 2020. The exclusive beverage and vending contracts have a commission rate of 47% and 27.6% respectively. The combined revenue is over \$100,000 annually. The Code of Virginia states that vending operations must be offered to the Department of Blind and Visually Impaired (DBVI). However, DBVI

did not grant a waiver and proposed a commission rate of 13% to the SSC for TCC. Ms. Milloy noted that a commission decrease from 47% and 27.6% to 13% is unacceptable. Therefore, she requested the SSC issue a RFP to establish a market rate and then ask DBVI to match it.

- **Child Care** – In August 2018, the YWCA indicated their desire to terminate the childcare contract, effective December 2018. The Department of Education awarded TCC the Child Care Availability Means Parents in School (CCAMPIS) grant in September 2018. The grant is a 4-year, \$1.4M award with each year being evaluated and re-awarded if conditions are met and funding is available. The annual award is \$469,501, of which \$348,300 is dedicated to childcare scholarships for TCC students. The college has MOUs with Blue Ribbon Results, Children’s Harbor, and KinderCare in each city. During the summer session, scholarships were awarded to 24 students, with 42 children receiving high quality children at accredited childcare centers in our service region.

- b. Overview of latest Audited Financial Statements. Ms. Milloy presented a Comprehensive Audit Report for Year Ended 2018. The Commonwealth of Virginia’s Auditor of Public Accounts performs annual audits of state agencies that includes financial statements of the VCCS for the year ended June 30, 2018. It also includes testing of federal Student Financial Assistance in accordance with the U.S. Office of Management and Budget Compliance Supplement Part 5 Student Financial Assistance Programs. TCC, NVCC, System Office, and SSC are audited every year (because of size), whereas the remaining colleges are generally audited every three years. The Auditor of Public Accounts also performs annual federal funds audit of state agencies. This report contains: 1) internal control over financial reporting and compliance, 2) compliance for each major federal program, 3) internal control related to compliance, 4) schedule of expenditures of Federal Awards, and 5) schedule of findings and questioned costs. There were 80 (no-material weaknesses) Comprehensive & Single Audit Findings. TCC had four findings in the Comprehensive Audit Findings to include: perform effective reviews of system access, properly monitor revenue contract deliverables, strengthen interdepartmental communication related to terminated employees, and ensure prepaid expenditures comply with Commonwealth requirements. There was one finding under the Single Audit, which was to improve enrollment reporting to the National Student Loan Data System. The Comprehensive Audit included a “Comment to Management” regarding the increased number of findings system-wide for the past two years.

7. Update on Major Gifts Campaign

Mr. Jones asked Ms. Anderfuren to share about the “*Stop the Drop*” Initiative. The Admissions Task Force identified more than 50 students who were in good standing and on track to graduate in December and had small balances remaining on their accounts. Ms. Anderfuren borrowed a tactic from Germanna Community College and launched the initiative that awarded aid to those students so they would not be dropped from their classes. The college raised more than \$15,000 thanks to board members, staff and alumni. In addition, the Educational Foundation was able to match several students to existing scholarships. Dr. DeCinque will announce an Annual Scholarship Campaign at Convocation.

Mr. Jones provided an update on the Major Gifts Campaign. To date, he has \$6.35 million “asks out”. The committee identified targets of \$10 -\$12 million before October. In-kind asks include kitchens, lighting, IT, HVAC, and landscaping. A major grant announcement will be made soon. Meetings with potential donors will continue.

8. Update on Guided Pathways

Dr. McCray presented an update on Guided Pathways. As of July 1, the college fully implemented Guided Pathways (150) academic programs into nine pathways, each under the guidance of Pathway Provosts and Deans. Pathways and Academic Structure provides accountability, program performance and review, faculty and staff support, college-wide collaboration, and college and statewide initiatives. Student success will be measured by a performance metric to include graduation and success rates. The expectation is that the Pathway model will support improvement. Faculty are in a position to engage students through advising and accountability. Therefore, positively impacting student success.

9. Discuss & Adopt Proposed 2019-20 College Board Working Priorities

Ms. Thompson noted that the proposed Working Priorities were ongoing from the previous year. However, she revised number one to support the incoming president, as noted in the document attached. On a motion by Mr. Crow, seconded by Ms. Miles, the board approved the 2019-20 College Board Working Priorities.

10. President’s Report

- a. Update on Staff Changes/Interim Appointments. Dr. DeCinque noted there are eleven interim appointments college-wide. He is in the process of filling appointments that does not report directly to the President.
- b. College Convocation. Dr. DeCinque invited the board to attend Convocation on Friday, August 23 at 1:00 PM at the Chesapeake Campus Student Center.

11. Faculty Senate Motion Update

Ms. Thompson provided Ms. DiCalogero an opportunity to answer any questions from board members regarding the 2018-19 motions passed by the Faculty Senate that they received at the May Board meeting.

12. Chair’s Report & Announcements

- a. Board Leadership Changes. Ms. Thompson reported that she had the honor of being appointed to the State Board for Community Colleges by Governor Northam, July 1, 2019. However, due to the importance of TCC’s Presidential Search, the Governor agreed to delay her appointment. As a result, she will remain Board Chair until October 1, 2019. Chairwoman Thompson also noted that the Board Vice Chair, Ms. Franklin-Jenkins, would normally move to the Chair position and the board would nominate a new Vice Chair. However, she declined. Therefore, the board will nominate a new Chair.

- b. Board Member Updates. The Cities of Norfolk and Portsmouth appointed Mr. Charles Tysinger and Mr. Mark Hugel, respectively, to the College Board. Their new board orientation is scheduled for September 17.
- c. Update on Presidential Search. Ms. Thompson provided the board with an update on the Presidential Selection Process. The Search Committee met August 6 and selected ten semi-finalists. Interviews are scheduled for September 9 and 10 at the System Office. Ms. Thompson noted that Campus Interviews are projected for the week of September 23 and/or the following week.
- d. Information Packet
 - The 2019-20 Standing Committees reflects the committee assignments and chairs.
 - The revised 2019-20 Meeting Schedule/Upcoming Events reflects updates.
 - The 2019-20 Board Membership Roster reflects updates to the board.

13. Adjournment

There being no further business to come before the board, Ms. Thompson adjourned the meeting at 7:25 p.m.

Respectfully submitted,



Gregory T. DeCinque, Ph.D.
Secretary to the Board

APPROVAL

Terri N. Thompson
Chair of the Board

DRAFT

TIDEWATER COMMUNITY COLLEGE BOARD

2019-20 WORKING PRIORITIES

1. Participate in the selection of a president in accordance with procedures adopted by the State Board of Community Colleges.
2. Develop a mutually supportive relationship with the incoming President and support the President's priorities and goals.
3. Enhance communication and strategic engagement among board members and the college leadership.
4. Ensure board meeting effectiveness through collaboration, preparation and feedback.
5. Identify and participate in activities for the College Board that support professional development and accountability.
6. Support the TCC Educational Foundation in the Major Gifts Campaign as champions for the cause. Through connections, build the TCC network of individuals and businesses with philanthropic aspirations toward TCC's interests.
7. Support the College's heightened focus on student success and the Institutional Priorities of the College's strategic plan.
8. Advocate for the College by developing and maintaining relationships with elected officials, school districts and business partners.
9. Strengthen relationships with State Board members and advocate for matters at the state board level that support the success of TCC and its students.

TIDEWATER COMMUNITY COLLEGE BOARD

2019-20 STANDING COMMITTEES

Executive Committee

Terri N. Thompson, Board Chair
Paulette D. Franklin-Jenkins, Board Vice Chair
James (Jay) N. Lucado, Chair – Finance & Facilities Committee
Barry Brown, Chair – Curriculum & Student Development Committee
Cynthia (Cindy) S. Free, Chair – Advocacy Committee
Gregory T. DeCinque, President (*ex officio*)
Latesha D. Johnson, Executive Assistant to the President (*board liaison & staff support*)

Finance & Facilities Committee

James (Jay) N. Lucado, Chair
John D. Padgett
Paulette D. Franklin-Jenkins
Delceno C. Miles
Terri N. Thompson, Board Chair (*ex officio*)
Gregory T. DeCinque, President (*ex officio*)
Phyllis F. Milloy, Vice President for Finance (*staff liaison*)
Matthew J. Baumgarten, Executive Director for Real Estate Foundation & COO of Facilities & Public Safety (*staff liaison*)

Curriculum & Student Development Committee

Barry Brown, Chair
Charles A. Tysinger
Lynn B. Clements
Terri N. Thompson, Board Chair (*ex officio*)
Gregory T. DeCinque, President (*ex officio*)
Corey L. McCray, Interim Executive Vice President for Academic & Student Affairs (*staff liaison*) and Vice President for Workforce Solutions (*staff liaison*)

Advocacy Committee

Cynthia (Cindy) S. Free, Chair
Jerome A. Bynum
William (Bill) W. Crow
Mark Hugel
Terri N. Thompson, Board Chair (*ex officio*)
Gregory T. DeCinque, President (*ex officio*)
Marian Anderfuren, Vice President for Communications & Enrollment Management (*staff liaison*)

Educational and Real Estate Foundation Board Representatives

Terri N. Thompson & Delceno C. Miles, TCCEF & John D. Padgett, TCCREF

TIDEWATER COMMUNITY COLLEGE BOARD

REVISED 2019-20 UPCOMING EVENTS

Fall 2019 Convocation: Friday, August 23, 2019 – 1:00 PM - Chesapeake Campus Student Center

Presidential Search System-Level Interviews (Search Committee only): Monday, September 9th and Tuesday, September 10 – 8:00 a.m. – 5:00 p.m., VCCS System Office, Richmond

Chancellor's Retreat: Tuesday, October 15 thru Thursday, October 17 – The Hotel Roanoke, Roanoke, VA

Commencement Exercises: Monday, December 16 – 6:00 p.m., Ted Constant Convocation Center, Norfolk

2019-20 REVISED MEETING SCHEDULE

Tuesday	August 20, 2019	Student Center Portsmouth Campus (Work Session)
Thursday	September 26, 2019	Student Center Norfolk Campus
Tuesday	November 5, 2019	Student Center Chesapeake Campus
Tuesday	January 14, 2020	Green District Administration Building Norfolk
Tuesday	March 10, 2020	TCC Regional Workforce Solutions Center, Suffolk
Tuesday	May 12, 2020	Student Center Portsmouth Campus
Thursday	August 13, 2020	Student Center Virginia Beach Campus (Work Session)

Notes

1. All regular meetings of the board commence at 4:00 p.m. on the second Tuesday of the month, unless otherwise noted, and typically conclude by 6:00 p.m.
2. The August meeting is framed as the board's annual planning work session.

TIDEWATER COMMUNITY COLLEGE BOARD
AGENDA ITEM

MEETING: September 26, 2019
COMMITTEE: Curriculum and Student Development Committee
AGENDA ITEM: Career Studies Certificate in Collision Repair Technology

BACKGROUND:

Tidewater Community College (TCC) proposes to discontinue two existing Career Studies Certificates in Collision Repair (Collision Repair: Non-Structural and Collision Repair: Refinishing), and consolidate them into a single Career Studies Certificate in Collision Repair Technology. The college proposes a Spring 2020 start date.

The proposal is at the request of the Collision Repair Advisory Board. The increase in credit hours through combining the two certificates will allow the program to be financial aid eligible. The revisions will also allow students a more diverse skillset, qualifying them to perform non-structural vehicle repairs, refinishing techniques, and paint defect diagnosis.

STAFF RECOMMENDATION:

That the College Board approves the Career Studies Certificate in Collision Repair for a Spring 2020 start date.

STAFF LIAISON:

Corey McCray
Interim Executive Vice President for Academic and Student Affairs
cmccray@tcc.edu
757-822-1061



Proposed Collision Repair Technology Career Studies Certificate

INTRODUCTION

The proposed Collision Repair curriculum prepares students for entry-level positions at collision repair facilities performing non-structural repairs, refinishing techniques, and paint defect diagnosis. This Career Studies Certificate (CSC) combines two existing CSCs, Collision Repair: Non-Structural (221-909-11) and Collision Repair: Refinishing (221-909-12) into one. This change will require the discontinuance of the current CSCs.

The proposed changes will allow students to qualify for federal aid, as they will be enrolled in a curriculum that requires more than 16 credit hours. It will also allow the college to offer a second year program for dual enrollment students attending Chesapeake Public Schools.

The curriculum has been requested and approved by the Collision Repair Advisory Committee.

LABOR MARKET OUTLOOK

According to the Bureau of Labor and Statistics¹, employment of collision repair technicians is projected to grow 8.5% from 2016 to 2026. Further, the median annual wage for collision repair technicians was \$42,730 in May 2016. Given that job prospects are on the rise, the labor market outlook for collision repair technicians is positive.

PROGRAM LEARNING OUTCOMES

After completing the Collision Repair CSC, the student will be able to:

1. Perform non-structural repairs on vehicles
2. Apply refinishing techniques on vehicles
3. Demonstrate panel replacement and alignment
4. Perform dent repairs
5. Perform plastic/composite repairs
6. Identify paint defects and perform correction procedures
7. Obtain I-CAR ProLevel 1 and 2 certification in Non-Structural and Refinishing

¹ Bureau of Labor Statistics, U.S. Department of Labor, *Occupational Outlook Handbook*, Radiologic and MRI Technologists, at <https://www.bls.gov/ooh/healthcare/radiologic-technologists.htm> (visited February 7, 2018).



Collision Repair Technology Curriculum
3 semesters, 1 year, Fall start
160 cooperative education hours, 26 credits

Course		Credit	Prerequisite
<u>FALL</u>			
AUB 103	Basic Refinishing	4	AUB 127
AUB 127	Introduction to Collision Repair Technology	3	
AUB 115	Damage Repair Estimating	<u>2</u>	
		9	
<u>SPRING</u>			
AUB 102	Basic Non-Structural Repair	4	AUB 127
AUB 202	Advanced Non-Structural Repair	4	AUB 102
AUB 197	Cooperative Education in Collision Repair Technology	<u>1</u>	
		9	
<u>SUMMER</u>			
AUB 203	Advanced Refinishing	4	AUB 103
AUB 297	Cooperative Education in Collision Repair Technology	<u>1</u>	
		5	
 <u>MINIMUM NUMBER OF CREDITS</u>		 23	

TIDEWATER COMMUNITY COLLEGE BOARD
AGENDA ITEM

MEETING: September 26, 2019
COMMITTEE: Finance & Facilities Committee
AGENDA ITEM: Chesapeake Campus Ring Road Project

BACKGROUND:

After the new parking garage on the Chesapeake Campus was completed, the project had a remaining fund balance of \$5,051,467. A new project was designed to build a ring road that connected the garage to the campus so that vehicles could drive directly to the garage while on campus rather than drive to Cedar Road to access it. This required the construction of a roadway and a 100' long concrete bridge that traversed wetlands on the property.

The VCCS set the total project budget at \$4,821,563 from design through construction. Two bids were received; one for \$4,977,075 and the other, \$4,975,600. With a 2% contingency, the project exceeded total funds available.

In November 2017, it was decided by the System Office that based on the lack of available funds to fully construct the project, and collective discussions with stakeholders from TCC, the two bids for the referenced project were rejected. The plan was to re-bid the project at a later date. In the interim, the System Office agreed to proceed with a security package for the new garage at a cost of approximately \$100,000, and that system is now complete.

DISCUSSION:

Should the college proceed with the Ring Road project which would normally be a locality expense, or cancel the project and return the remaining funds to the student fee-based Institutional Auxiliary Fund for future projects.

STAFF RECOMMENDATION:

That the College Board approve the return of the project balance to the Institutional Auxiliary Fund and officially close the project.

STAFF RESOURCE:

Matthew J. Baumgarten
Chief Operating Officer, Facilities and Public Safety
mbaumgarten@tcc.edu
757-822-1780

Phyllis F. Milloy
Vice President for Finance
pmilloy@tcc.edu
757-822-1064

TIDEWATER COMMUNITY COLLEGE BOARD
AGENDA ITEM

MEETING: September 26, 2019
COMMITTEE: Finance & Facilities Committee
AGENDA ITEM: Final Local Financial Statements for Year Ending June 30, 2019

BACKGROUND:

The final Local Fund Financial Statements for the year ending June 30, 2019 are presented for review.

STAFF RECOMMENDATION:

None. This item is for information only.

STAFF LIAISON:

Phyllis F. Milloy
Vice President for Finance
PMilloy@tcc.edu
757-822-1064

TIDEWATER COMMUNITY COLLEGE
STUDENT ACTIVITIES BUDGET
July 1, 2018 - June 30, 2019

	Budget 2019	Revenues/ Expenditures	Encumbrances	Variance	% Realized
Fund Balance 07/01/2018		\$ 1,192,336			
I. Revenues					
A. Student Activity Fee	\$ 1,060,106	\$ 1,039,037	\$ -	\$ 21,069	98%
B. ID Card Replacements	16,000	11,670		4,330	73%
C. Miscellaneous Revenue	5,000	250		4,750	5%
Total Revenues	\$ 1,081,106	\$ 1,050,957	\$ -	\$ 30,149	97%
Total Resources (Revenue & Fund Bal.)		\$ 2,243,293			
II. Expenditures					
A. Chesapeake Campus					
1. Student Government Association	\$ 2,005	\$ 1,905	\$ -	\$ 100	95%
2. Programming	25,265	20,949	1,315	3,001	88%
3. Student Organizations	9,698	4,282	1,019	4,397	55%
4. Recreational Sports	803			803	0%
5. Operating Expenses	803			803	0%
6. Contingency Fund	4,011	3,426		585	85%
Subtotal--Chesapeake Campus	\$ 42,585	\$ 30,562	\$ 2,334	\$ 9,689	77%
B. Norfolk Campus					
1. Student Government Association	\$ 3,000	\$ 2,202	\$ 750	\$ 48	98%
2. Programming	29,000	24,935	3,550	515	98%
3. Student Organizations	4,480	3,976	327	177	96%
4. Recreational Sports	4,000	3,059	510	431	89%
5. Operating Expenses	1,000	914		86	91%
6. Contingency Fund	1,000	100		900	10%
Subtotal--Norfolk Campus	\$ 42,480	\$ 35,186	\$ 5,137	\$ 2,157	95%
C. Portsmouth Campus					
1. Student Government Association	\$ 3,000	\$ 2,456	\$ -	\$ 544	82%
2. Programming	41,000	26,535	3,522	10,943	73%
3. Student Organizations	4,480	4,332		148	97%
4. Contingency Fund	1,000	973		27	97%
Subtotal--Portsmouth Campus	\$ 49,480	\$ 34,296	\$ 3,522	\$ 11,662	76%
D. Virginia Beach Campus					
1. Student Government Association	\$ 3,500	\$ -	\$ -	\$ 3,500	0%
2. Programming	37,079	8,359	1,194	27,526	26%
3. Student Organizations	22,960	22,960			100%
Subtotal--Virginia Beach Campus	\$ 63,539	\$ 31,319	\$ 1,194	\$ 31,026	51%
E. Student Activities--College-wide					
1. Visual Arts Center	\$ 3,175	\$ 2,946	\$ 311	\$ (82)	103%
2. Women's Center	4,175	3,314		861	79%
3. Student Federation Council	4,175	200	2,930	1,045	75%
4. Intercultural Learning	16,600	16,479		121	99%
Subtotal--Student Activities--College-wide	\$ 28,125	\$ 22,939	\$ 3,241	\$ 1,945	93%
F. Learning Assistance Fund					
1. Chesapeake	\$ 24,030	\$ 21,042	\$ -	\$ 2,988	88%
2. Norfolk	19,234	16,717		2,517	87%
3. Portsmouth	18,000	11,186		6,814	62%
4. Virginia Beach	60,000	42,292		17,708	70%
Subtotal--Learning Assistance Fund	\$ 121,264	\$ 91,237	\$ -	\$ 30,027	75%

	Budget 2019	Revenues/ Expenditures	Encumbrances	Variance	% Realized
G. Provosts' Contingency Fund					
1. Chesapeake	\$ 7,130	\$ 3,000	\$ -	\$ 4,130	42%
2. Norfolk	6,000	2,543	1,788	1,669	72%
3. Portsmouth	5,815	5,377		438	92%
4. Virginia Beach	5,000			5,000	0%
Subtotal--Provosts' Contingency Fund	\$ 23,945	\$ 10,920	\$ 1,788	\$ 11,237	53%
H. Deans' Contingency Fund					
1. Chesapeake	\$ 4,550	\$ 2,685	\$ -	\$ 1,865	59%
2. Norfolk	10,580	2,552		8,028	24%
3. Portsmouth	5,000	4,111		889	82%
4. Virginia Beach	10,000	5,217	1,351	3,432	66%
Subtotal--Deans' Contingency Fund	\$ 30,130	\$ 14,565	\$ 1,351	\$ 14,214	53%
I. Student Activities Identification System					
Equipment, Software, and Supplies	\$ 47,000	\$ 49,452	\$ -	\$ (2,452)	105%
Subtotal--Student Activities Identification System	\$ 47,000	\$ 49,452	\$ -	\$ (2,452)	105%
Total Expenditures	\$ 448,548	\$ 320,476	\$ 18,567	\$ 109,505	76%
III. Transfers					
A. Transfer to Student Center Budget	\$ 632,508	\$ 632,508		\$ -	100%
Subtotal--Transfers	\$ 632,508	\$ 632,508	\$ -	\$ -	100%
Fund Balance 06/30/19		\$ 1,290,309			

Approved by the Local College Board on May 15, 2018

AVPF 08/08/19

**TIDEWATER COMMUNITY COLLEGE
INSTITUTIONAL AUXILIARY BUDGET
July 1, 2018 - June 30, 2019**

	Budget 2019	Revenues/ Expenditures	Encumbrances	Variance	% Realized
Fund Balance 07/01/2018		\$ 11,974,341			
I. Revenues					
A. Institutional Fee	\$ 3,034,814	\$ 2,915,645	\$ -	\$ 119,169	96%
B. Student Parking Sales	106,220	43,853		62,367	41%
C. Student HRT Pass Sales	109,000	81,810		27,190	75%
Total Revenues	\$ 3,250,034	\$ 3,041,308	\$ -	\$ 208,726	94%
Total Resources (Revenue & Fund Bal.)					
		\$ 15,015,649			
II. Expenditures					
A. Chesapeake Campus Parking Garage - Debt Service	\$ 1,643,475	\$ 1,641,649	\$ -	\$ 1,826	100%
B. Chesapeake Campus Parking Lot - Debt Service	332,500	326,635		5,865	98%
C. Chesapeake Parking Garage Operating Expenses					
1. Personnel	47,380	45,870		1,510	97%
2. Utilities	14,000	9,021		4,979	64%
3. Security	103,302			103,302	0%
4. General Maintenance	45,000	31,457	7,892	5,651	87%
D. College-wide Parking Lot Improvements	250,000	235,745	2,345	11,910	95%
E. Hampton Roads Transit (HRT) Passes	232,000	227,625		4,375	98%
F. Student Parking	128,100	84,196	43,904		100%
G. Visual Arts Center Parking Lease	82,800	76,320		6,480	92%
Total Expenditures	\$ 2,878,557	\$ 2,678,518	\$ 54,141	\$ 145,898	95%
Fund Balance 06/30/19					
		\$ 12,337,131			

Approved by the Local College Board on May 15, 2018

AVPF 08/08/19

TIDEWATER COMMUNITY COLLEGE
STUDENT CENTER BUDGET
July 1, 2018 - June 30, 2019

	Budget 2019	Revenues/ Expenditures	Encumbrances	Variance	% Realized
Fund Balance 07/01/2018		\$ 19,183,504			
I. Revenues					
A. Auxiliary Capital Fee	\$ 8,076,703	\$ 7,960,822	\$ -	\$ 115,881	99%
B. Transfer-In from Student Activities Budget	632,508	632,508		-	100%
C. Food Service Commission	59,000	24,619		34,381	42%
D. Miscellaneous Revenue	79,500	504,201		(424,701)	634%
E. Facility Use Fee	1,000	465		535	47%
Total Revenues	\$ 8,848,711	\$ 9,122,615	\$ -	\$ (273,904)	103%
Total Resources (Revenue & Fund Balance)					
		\$ 28,306,119			
II. Expenditures					
A. Bond Debt Service					
1. Student Center - Norfolk Campus	\$ 1,115,888	\$ 1,114,736	\$ -	\$ 1,152	100%
2. Student Center - Chesapeake Campus	1,166,478	1,137,644		28,834	98%
3. Student Center - Portsmouth Campus	1,091,639	1,093,280		(1,641)	100%
4. Student Center - Virginia Beach Campus	1,661,113	1,616,592		44,521	97%
Subtotal--Bond Debt Service	\$ 5,035,118	\$ 4,962,252	\$ -	\$ 72,866	99%
B. Norfolk Student Center					
1. General Operations					
a. Personnel	\$ 454,964	\$ 330,352	\$ -	\$ 124,612	73%
b. Operating Expenses	42,109	27,485	6,893	7,731	82%
Subtotal--General Operations	\$ 497,073	\$ 357,837	\$ 6,893	\$ 132,343	73%
2. Facility Operations					
a. Utilities	105,127	97,763		7,364	93%
b. Security	108,203	56,249	29,942	22,012	80%
c. Custodial					
1. Personnel	117,005	109,506		7,499	94%
2. Expenditures	16,000	15,161	539	300	98%
d. General Maintenance					
1. Personnel	69,180	85,228		(16,048)	123%
2. Expenditures	80,000	64,625	16,596	(1,221)	102%
e. Insurance	7,696	7,310		386	95%
f. Network & Telecommunications	70,613	70,613			100%
Subtotal--Facility Operations	\$ 573,824	\$ 506,455	\$ 47,077	\$ 20,292	96%
3. Food Services					
a. Equipment Mtce. & Replacement	\$ 17,980	\$ 9,076	\$ 14,925	\$ (6,021)	133%
Subtotal--Food Services	\$ 17,980	\$ 9,076	\$ 14,925	\$ (6,021)	133%
Subtotal--Norfolk Student Center	\$ 1,088,877	\$ 873,368	\$ 68,895	\$ 146,614	87%
C. Chesapeake Student Center					
1. General Operations					
a. Personnel	\$ 435,524	\$ 329,793	\$ -	\$ 105,731	76%
b. Operating Expenses	82,419	76,497	5,057	865	99%
Subtotal--General Operations	\$ 517,943	\$ 406,290	\$ 5,057	\$ 106,596	79%

Note 1

	Budget 2019	Revenues/ Expenditures	Encumbrances	Variance	% Realized
2. Facility Operations					
a. Utilities	106,818	107,023		(205)	100%
b. Security	86,120	53,803	21,429	10,888	87%
c. Custodial					
1. Personnel	122,675	123,399		(724)	101%
2. Expenditures	16,000	8,088	1,785	6,127	62%
d. General Maintenance					
1. Personnel	66,869	30,904		35,965	46%
2. Expenditures	80,000	66,952	7,784	5,264	93%
e. Insurance	8,449	8,024		425	95%
f. Network & Telecommunications	61,556	61,556			100%
Subtotal--Facility Operations	\$ 548,487	\$ 459,749	\$ 30,998	\$ 57,739	89%
3. Food Services					
a. Equipment Mtce. & Replacement	\$ 14,740	\$ 7,307	\$ 15,427	\$ (7,994)	154%
Subtotal--Food Services	\$ 14,740	\$ 7,307	\$ 15,427	\$ (7,994)	154%
Subtotal--Chesapeake Student Center	\$ 1,081,170	\$ 873,346	\$ 51,482	\$ 156,342	86%
D. Portsmouth Student Center					
1. General Operations					
a. Personnel	\$ 450,761	\$ 375,113	\$ -	\$ 75,648	83%
b. Operating Expenses	44,472	33,074	247	11,151	75%
Subtotal--General Operations	\$ 495,233	\$ 408,187	\$ 247	\$ 86,799	82%
2. Facility Operations					
a. Utilities	119,000	104,005		14,995	87%
b. Security	154,246	52,438	27,250	74,558	52%
c. Custodial					
1. Personnel	119,509	94,367		25,142	79%
2. Expenditures	16,000	7,813	2,941	5,246	67%
d. General Maintenance					
1. Personnel	72,001	48,095		23,906	67%
2. Expenditures	80,000	56,663	10,280	13,057	84%
e. Insurance	8,276	7,861		415	95%
f. Network & Telecommunications	73,463	73,463			100%
Subtotal--Facility Operations	\$ 642,495	\$ 444,705	\$ 40,471	\$ 157,319	76%
3. Food Services					
a. Equipment Mtce. & Replacement	\$ 21,000	\$ 11,856	\$ 16,887	\$ (7,743)	137%
Subtotal--Food Services	\$ 21,000	\$ 11,856	\$ 16,887	\$ (7,743)	137%
Subtotal--Portsmouth Student Center	\$ 1,158,728	\$ 864,747	\$ 57,605	\$ 236,376	80%
E. Virginia Beach Student Center					
1. General Operations					
a. Personnel	\$ 591,883	\$ 425,071	\$ -	\$ 166,812	72%
b. Operating Expenses	56,672	27,108	10,412	19,152	66%
Subtotal--General Operations	\$ 648,555	\$ 452,179	\$ 10,412	\$ 185,964	71%

	Budget 2019	Revenues/ Expenditures	Encumbrances	Variance	% Realized
2. Facility Operations					
a. Utilities	160,000	44,072		115,929	28%
b. Security	87,202	90,885	31,773	(35,456)	141%
c. Custodial					
1. Personnel	191,270	161,927		29,343	85%
2. Expenditures	20,000	11,420	11,305	(2,725)	114%
d. General Maintenance					
1. Personnel	109,764	124,805		(15,041)	114%
2. Expenditures	160,000	96,353	9,417	54,230	66%
e. Insurance	12,423	11,799		624	95%
f. Network & Telecommunications	76,193	76,193			100%
Subtotal--Facility Operations	\$ 816,852	\$ 617,454	\$ 52,495	\$ 146,903	82%
3. Food Services					
a. Equipment Mtce. & Replacement	\$ 21,000	\$ 16,145	\$ 21,127	\$ (16,272)	177%
Subtotal--Food Services	\$ 21,000	\$ 16,145	\$ 21,127	\$ (16,272)	177%
Subtotal--Virginia Beach Student Center	\$ 1,486,407	\$ 1,085,778	\$ 84,034	\$ 316,594	79%
Total Expenditures	\$ 9,850,300	\$ 8,659,492	\$ 262,016	\$ 928,792	91%
III. Capital Maintenance Reserve	\$ 1,000,000	\$ 1,000,000		\$ -	100%
Fund Balance 06/30/19		\$ 18,646,627			

Approved by the Local College Board on May 15, 2018

AVPF 08/08/19

Note 1: Miscellaneous Revenue contains a bond refund received in the amount of \$462,932.55.

Capital Maintenance Reserve Fund	
FY14-FY19	\$ 7,500,000

TIDEWATER COMMUNITY COLLEGE
AUXILIARY SERVICES BUDGET
July 1, 2018 - June 30, 2019

	Budget 2019	Revenue/ Expenditures	Encumbrances	Variance	% Realized
Fund Balance 07/01/2018		\$ 9,598,420			
I. Revenues					
A. Bookstore	\$ 1,050,665	1,205,965	\$ -	\$ (155,300)	115%
B. Vending					
1. Exclusive Beverage Contract	73,425	74,223		(798)	101%
2. Vending - CRH	34,184	28,949		5,235	85%
C. Food Service - Joint-Use Library	9,987	3,899		6,088	39%
D. Municipal Support	24,000	24,000			100%
E. Interest Earnings	600,000	850,223		(250,223)	142%
F. Miscellaneous Revenue	10,000	13,812		(3,812)	138%
Total Revenues	\$ 1,802,261	\$ 2,201,071	\$ -	\$ (398,810)	122%
Total Resources (Revenue & Fund Bal.)					
		\$ 11,799,491	\$ -		
II. Expenditures					
A. Operating Expenses					
1. Banking Costs	\$ 6,000	\$ 3,066	\$ 2,035	\$ 899	85%
2. Miscellaneous Expenses	1,000			1,000	0%
3. Joint-Use Library Food Service Equipment	2,150	5,472	1,647	(4,969)	331%
Subtotal - Operating Expenses	\$ 9,150	\$ 8,538	\$ 3,682	\$ (3,070)	134%
B. Faculty/Staff Parking	\$ 420,580	\$ 430,052		\$ (9,472)	102%
C. College Community Events	\$ 15,000	\$ 7,149	\$ -	\$ 7,851	48%
D. Financial Aid Adjustments	\$ 14,000	\$ (18,258)	\$ -	\$ 32,258	-130%
E. Auxiliary Service Operations					
1. Personnel	\$ 236,900	\$ 190,194	\$ -	\$ 46,706	80%
2. General Operating Costs	10,000	1,419		8,581	14%
3. Equipment/Software/Installation	35,000	39,235		(4,235)	112%
4. StormCard Marketing	20,000	2,025		17,975	10%
5. Child Care Subsidy	100,000	55,945		44,055	56%
Subtotal - Auxiliary Service Operations	\$ 401,900	\$ 288,818	\$ -	\$ 113,082	72%
F. Community Support					
1. College Board	\$ 2,500	\$ 1,853	\$ -	\$ 679	73%
2. President	15,000	14,733		90	99%
3. Vice Presidents and Directors					
a. Exec. Vice President for Academic & Student Affairs & Chief Academic Officer	6,000	3,045		2,955	51%
b. Vice President for Finance	6,000	2,570	383	3,047	49%
c. Vice President for Information Systems/ Director of Institutional Effectiveness	6,000	1,597		4,403	27%
d. Vice President for Institutional Advancement	6,000	98		5,902	2%
e. Vice President for Workforce Services	6,000	1,841	200	3,959	34%
f. Executive Director of TCC Real Estate Foundation/ Chief Operating Officer for Facilities & Public Safety	6,000	2,394	279	3,327	45%
4. Campus Provosts					
a. Chesapeake	6,000	4,016		1,984	67%
b. Norfolk	6,000	1,922		4,078	32%
c. Portsmouth	6,000	4,733		1,267	79%
d. Virginia Beach	12,000	6,932		5,068	58%
5. Community Outreach	27,000	15,590	1,843	9,567	65%
6. Contingencies	3,500			3,500	0%
Subtotal - Community Support	\$ 114,000	\$ 61,324	\$ 2,705	\$ 49,826	56%

	Budget 2019	Revenue/ Expenditures	Encumbrances	Variance	% Realized
G. Deans' Discretionary Aid Fund					
1. Chesapeake	\$ 5,000	\$ 2,543	\$ -	\$ 2,457	51%
2. Norfolk	5,000	1,384	215	3,401	32%
3. Portsmouth	5,000	3,034	245	1,721	66%
4. Virginia Beach	10,000	561	7,299	2,140	79%
Subtotal - Deans' Discretionary Aid Fund	\$ 25,000	\$ 7,522	\$ 7,759	\$ 9,719	61%
Subtotal- Expenditures	\$ 999,630	\$ 785,145	\$ 14,146	\$ 200,194	80%
III. Student Financial Assistance					
A. TCC Scholarships & Awards					
1. Art Scholarships	\$ 15,000	\$ 12,000	\$ -	\$ 3,000	80%
2. Student Study Abroad Scholarships	15,500			15,500	0%
3. Culinary Match Program	3,000			3,000	0%
4. Martin Luther King Scholarship	5,621	5,621			100%
5. Military Scholarships	28,103	26,978		1,125	96%
6. ROTC Scholarships	13,489	6,858		6,631	51%
7. High School Scholarships					
a. Chesapeake	78,687	84,825		(6,138)	108%
1. LaVonne P. Ellis Scholarship	11,241			11,241	0%
b. Norfolk	56,205	49,208		6,997	88%
1. John T. Kavanaugh Scholarship	11,241			11,241	0%
c. Portsmouth	22,482	22,272		210	99%
1. Lee B. Armistead Scholarship	11,241			11,241	0%
d. Suffolk (Northern)	11,241			11,241	0%
e. Virginia Beach	101,169	99,453		1,716	98%
1. Stanley Waranch Scholarship	11,241	5,560		5,681	49%
2. Dorcas T. Helfant-Browning Scholarship	11,241			11,241	0%
3. Thomas H. Wilson Scholarship	11,241			11,241	0%
Subtotal - TCC Scholarships & Awards	\$ 417,942	\$ 312,775	\$ -	\$ 105,168	75%
Total Expenditures & Student Financial Assistance	\$ 1,417,572	\$ 1,097,920	\$ 14,146	\$ 305,362	78%
Fund Balance 06/30/2019		\$ 10,701,571			

**TIDEWATER COMMUNITY COLLEGE
LOCAL INVESTMENTS
2014 - 2019**

LOCALITIES	FY2019	FY2018	FY2017	FY2016	FY2015	FY2014
PORTSMOUTH:						
LOCAL BOARD (Operating)	6,000	6,000	6,000	5,400	6,000	
TOTAL-PORTSMOUTH	\$ 6,000	\$ 6,000	\$ 6,000	\$ 5,400	\$ 6,000	\$ -
VIRGINIA BEACH:						
LOCAL BOARD (Operating)	6,000	6,000	5,100	5,100	5,100	5,100
TOTAL-VIRGINIA BEACH	\$ 6,000	\$ 6,000	\$ 5,100	\$ 5,100	\$ 5,100	\$ 5,100
CHESAPEAKE:						
TECHNOLOGY	60,500	60,500	60,500	60,500	60,500	60,500
LOCAL BOARD (Operating)	6,000	6,000	6,000	6,000	6,000	6,000
TOTAL-CHESAPEAKE	\$ 66,500	\$ 66,500	\$ 66,500	\$ 66,500	\$ 66,500	\$ 66,500
NORFOLK:						
LOCAL BOARD (Operating)	6,000	6,000	6,000	6,000	6,000	6,000
TOTAL-NORFOLK	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000
TOTAL	\$ 84,500	\$ 84,500	\$ 83,600	\$ 83,000	\$ 83,600	\$ 77,600

AVPF 08/28/19

**TIDEWATER COMMUNITY COLLEGE
INVESTMENTS
2018-19 STATEMENT OF EARNINGS**

	BALANCE INVESTED	INTEREST 2017-2018
July 31, 2018	\$ 40,455,133	\$ 58,044
August 31, 2018	\$ 41,438,760	\$ 36,360
September 30, 2018	\$ 41,649,770	\$ 29,871
October 31, 2018	\$ 45,175,818	\$ 45,959
November 30, 2018	\$ 45,086,972	\$ 42,361
December 31, 2018	\$ 45,270,012	\$ 49,952
January 31, 2019	\$ 44,119,553	\$ 59,330
February 28, 2019	\$ 44,079,220	\$ 67,670
March 31, 2019	\$ 46,889,813	\$ 72,617
April 30, 2019	\$ 47,051,777	\$ 115,426
May 31, 2019	\$ 47,417,502	\$ 196,027
June 30, 2019	\$ 47,186,386	\$ 76,527
TOTAL		\$ 850,144

Note 1

AVPF 8/29/19

Detail:

Investment Category	Average Yield	Balance
Towne Bank - Repurchase Agreements	2.53%	\$ 15,013,758
Towne Bank - Raymond James	1.72%	\$ 31,222,169
Commonwealth - LGIP	2.45%	\$ 950,459
TOTAL		\$ 47,186,386

Note 2

Note 1 - The investment earnings are reported based on statements received from the financial institution and may vary from the college's financial records due to timing differences.

Note 2 - Actual interest rates on Raymond James CDs range from 1.50% to 2.70%, and payment frequency varies from monthly to annually.

TIDEWATER COMMUNITY COLLEGE BOARD
AGENDA ITEM

MEETING: September 26, 2019
COMMITTEE: Finance & Facilities Committee
AGENDA ITEM: Routine Local Financial Statements for Month Ending July 31, 2019

BACKGROUND:

The routine Local Fund Financial Statements for the month ending July 31, 2019 are presented for review.

STAFF RECOMMENDATION:

None. This item is for information only.

STAFF LIAISON:

Phyllis F. Milloy
Vice President for Finance
PMilloy@tcc.edu
757-822-1064

TIDEWATER COMMUNITY COLLEGE
STUDENT ACTIVITIES BUDGET
July 1, 2019 - July 31, 2019

	Budget 2020	Revenues/ Expenditures	Encumbrances	Variance	% Realized
Fund Balance 7/1/19		\$ 1,290,309			
I. Revenues					
A. Student Activity Fee	\$ 985,932	\$ -	\$ -	\$ 985,932	0%
B. ID Card Replacements	15,000	420		14,580	3%
C. Miscellaneous Revenue	500			500	0%
Total Revenues	\$ 1,001,432	\$ 420	\$ -	\$ 1,001,012	0%
Total Resources (Revenue & Fund Bal.)		\$ 1,290,729			
II. Expenditures					
A. Chesapeake Campus					
1. Student Government Association	\$ 1,786	\$ -	\$ -	\$ 1,786	0%
2. Programming	22,511			22,511	0%
3. Student Organizations	8,641		4,020	4,621	47%
4. Recreational Sports	715			715	0%
5. Operating Expenses	715			715	0%
6. Contingency Fund	3,574		651	2,923	18%
Subtotal--Chesapeake Campus	\$ 37,942	\$ -	\$ 4,671	\$ 33,271	12%
B. Norfolk Campus					
1. Student Government Association	\$ 2,673	\$ -	\$ -	\$ 2,673	0%
2. Programming	25,839	635	626	24,578	5%
3. Student Organizations	3,992	327	352	3,313	17%
4. Recreational Sports	3,564			3,564	0%
5. Operating Expenses	891			891	0%
6. Contingency Fund	891			891	0%
Subtotal--Norfolk Campus	\$ 37,850	\$ 962	\$ 978	\$ 35,910	5%
C. Portsmouth Campus					
1. Student Government Association	\$ 2,673	\$ -	\$ -	\$ 2,673	0%
2. Programming	36,531		824	35,707	2%
3. Student Organizations	3,992			3,992	0%
4. Contingency Fund	891			891	0%
Subtotal--Portsmouth Campus	\$ 44,087	\$ -	\$ 824	\$ 43,263	2%
D. Virginia Beach Campus					
1. Student Government Association	\$ 3,119	\$ -	\$ -	\$ 3,119	0%
2. Programming	33,037	1,194		31,843	4%
3. Student Organizations	20,457			20,457	0%
Subtotal--Virginia Beach Campus	\$ 56,613	\$ 1,194	\$ -	\$ 55,419	2%
E. Student Activities--College-wide					
1. Visual Arts Center	\$ 2,829	\$ -	\$ -	\$ 2,829	0%
2. Women's Center	3,523		813	2,710	23%
3. Student Federation Council	3,720			3,720	0%
4. Intercultural Learning	14,791		224	14,567	2%
Subtotal--Student Activities--College-wide	\$ 24,863	\$ -	\$ 1,037	\$ 23,826	4%
F. Learning Assistance Fund					
1. Chesapeake	\$ 21,411	\$ 1,703	\$ -	\$ 19,708	8%
2. Norfolk	17,137	670		16,467	4%
3. Portsmouth	16,038	624		15,414	4%
4. Virginia Beach	53,460	4,001		49,459	7%
Subtotal--Learning Assistance Fund	\$ 108,046	\$ 6,998	\$ -	\$ 101,048	6%

	Budget 2020	Revenues/ Expenditures	Encumbrances	Variance	% Realized
G. Provosts' Contingency Fund					
1. Chesapeake	\$ 6,353	\$ -	\$ -	\$ 6,353	0%
2. Norfolk	5,346	1,788		3,558	33%
3. Portsmouth	5,181			5,181	0%
4. Virginia Beach	4,455			4,455	0%
Subtotal--Provosts' Contingency Fund	\$ 21,335	\$ 1,788	\$ -	\$ 19,547	8%
H. Deans' Contingency Fund					
1. Chesapeake	\$ 4,054	\$ -	\$ -	\$ 4,054	0%
2. Norfolk	9,427			9,427	0%
3. Portsmouth	4,455		240	4,215	5%
4. Virginia Beach	8,910	360		8,550	4%
Subtotal--Deans' Contingency Fund	\$ 26,846	\$ 360	\$ 240	\$ 26,246	2%
I. Student Activities Identification System					
Equipment, Software, and Supplies	\$ 30,000	\$ -	\$ -	\$ 30,000	0%
Subtotal--Student Activities Identification System	\$ 30,000	\$ -	\$ -	\$ 30,000	0%
Total Expenditures	\$ 387,582	\$ 11,302	\$ 7,750	\$ 368,530	5%
III. Transfers					
A. Transfer to Student Center Budget	\$ 569,257	\$ 47,438	\$ -	\$ 521,819	8%
Subtotal--Transfers	\$ 569,257	\$ 47,438	\$ -	\$ 521,819	8%
Fund Balance 07/31/19		\$ 1,231,989			

Approved by the Local College Board on May 7, 2019

AVPF 08/12/19

TIDEWATER COMMUNITY COLLEGE
STUDENT ACTIVITIES BUDGET
Narrative Justification
FY2020

I. REVENUES

The revenues for the Student Activities Budget are based on a projection of 13,425 annualized FTES.

- A. **Student Activity Fee** – A fee of \$2.55 per credit hour, up to a maximum of 15 credits, is assessed to all students, except those under special arrangement contracts.
- B. **ID Card Replacements** – A fee of \$10 is charged for replacement student ID cards. TCC requires all students to carry their TCC ID card while on campus.
- C. **Miscellaneous Revenue** – Revenue collected from various events sponsored by students.

II. EXPENDITURES

The funding allocated to each campus is based on an 80/20 formula in which 20% of the funds are distributed evenly among the campuses, and the remaining 80% is distributed as follows: Virginia Beach – 40%, Chesapeake – 20%, Norfolk – 20%, and Portsmouth – 20%. This formula is applied to all categories of expenditures except Student Activities – College-wide (E) and Student Activities Identification System (I).

A-D. Campus-based Student Activities

The campus-based student life office provides holistic, student development and engagement programming to include, but not limited to, student government association, campus-based student organizations, engagement, volunteerism, community outreach, leadership development, marketing, recreation, E-sports, and cultural inclusion that has been approved by student life or appropriate college authorities. Student life professionals are required to use funds to support the needs of the campus student population to promote the future development and vision of student life. The operating expense budget for each campus office is to pay for office supplies, travel, and other miscellaneous expenses.

1. **Student Government Association** – Funding is used for stipends, apparel, programming support, recruitment and retention, office supplies, campus-wide initiatives, and additional support as deemed appropriate and approved by the Director/Co-Director of the Student Center.
2. **Programming** – Funding is provided for planned student life programming which includes, but is not limited to, life skills, social integration, self-management, wellness, social responsibility, cultural awareness, diversity, student and community engagement, enrichment, volunteerism, and leadership development. Programming support needs include, but are not limited to, speakers, presenters, entertainment, marketing, promotional materials and apparel.
3. **Student Organizations** – Funding is used for leadership development, club and organization support, conferences, training, speakers, enrichment, honor societies,

campus initiatives, community outreach, student engagement, honorariums, and recognitions.

4. Recreational Sports – Funds are used for equipment, recreational upkeep, recreational programming, technology, vendors, training, and other needed items to support recreational sports.
5. Operating Expenses – Funding is used for office supplies, publications, marketing, equipment, equipment upkeep, technology, travel, training, certification, and other miscellaneous expenses.
6. Contingency Fund – Funding is provided to fund special initiatives that may emerge during the 2019-20 fiscal year.

E. Student Activities – College-wide

1. Visual Arts Center – Funds are provided for special art shows, honoraria, publication of student art work magazine “340 High Street,” refreshments for openings, and other college-wide activities of the Visual Arts Center. The Portsmouth Campus manages this budget.
2. Women’s Center – Funds support college-wide events focused on women’s issues. Such topics include health, parenting, career planning for women, leadership skills, domestic violence, self-esteem, Women’s History Month events, etc.
3. Student Federation Council – Provides funds for supporting the activities, initiatives and development of the college-wide Student Federation Council. The Associate Vice President for Student Affairs approves these expenditures. The Chesapeake Campus manages this budget.
4. Intercultural Learning – Provides funds to support intercultural activities across all campuses (e.g. Hispanic Heritage Month and Black History Month). The Director of Intercultural Learning/Women’s Center manages this budget.

F. Learning Assistance Fund – Provides salaries for administrative support, tutors, and supplemental instructors to assist students experiencing academic difficulties and operating funds for tutoring centers on each campus.

G. Provosts’ Contingency Fund – Provides the provosts with funding to support specific campus student activities. Such activities include lecture series, speakers, and special events for current or prospective students, and public information related to such events.

H. Deans’ Contingency Fund – Provides funding for the campus Deans of Student Services to support student success activities. These include welcoming receptions for various student groups, student and staff recognitions, professional development, travel and other related expenses, campus improvements, meetings with students, staff and student workshops and retreats, and various student retention efforts.

I. Student Activities Identification System – These funds are used for supplies and the CBORD software maintenance agreement for the college-wide student identification system.

III. Transfers – Funds are transferred to the Student Center budget to cover the costs of campus Student Life and Student ID personnel.

**TIDEWATER COMMUNITY COLLEGE
INSTITUTIONAL AUXILIARY BUDGET
July 1, 2019 - July 31, 2019**

	Budget 2020	Revenues/ Expenditures	Encumbrances	Variance	% Realized
Fund Balance 7/1/2019		\$ 12,337,131			
I. Revenues					
A. Institutional Fee	\$ 2,822,472		\$ -	\$ 2,822,472	0%
B. Student Parking Sales	82,160	7,874		74,286	10%
C. Student HRT Pass Sales	75,010	3,237		71,773	4%
Total Revenues	\$ 2,979,642	\$ 11,111	\$ -	\$ 2,968,531	0%
Total Resources (Revenue & Fund Bal.)					
		\$ 12,348,242			
II. Expenditures					
A. Chesapeake Campus Parking Garage - Debt Service	\$ 1,640,600	\$ 1,322,330	\$ -	\$ 318,270	81%
B. Chesapeake Campus Parking Lot - Debt Service	335,125	295,474		39,651	88%
C. Chesapeake Parking Garage Operating Expenses					
1. Personnel	49,275	3,898		45,377	8%
2. Utilities	14,000			14,000	0%
3. Security					
4. General Maintenance	45,000	36	6,432	38,532	14%
D. College-wide Parking Lot Improvements	250,000	2,345	21,908	225,747	10%
E. Hampton Roads Transit (HRT) Passes	203,000	203,900		(900)	100%
F. Student Parking	99,090	2,330		96,760	2%
G. Visual Arts Center Parking Lease	82,800			82,800	0%
Total Expenditures	\$ 2,718,890	\$ 1,830,313	\$ 28,340	\$ 860,237	68%
Fund Balance 07/31/19					
		\$ 10,517,929			

Approved by the Local College Board on May 7, 2019

AVPF 08/12/19

**TIDEWATER COMMUNITY COLLEGE
INSTITUTIONAL AUXILIARY BUDGET
Narrative Justification
FY2020**

I. REVENUES

The revenues for the Institutional Auxiliary Budget are based on a projection of 13,425 annualized FTES.

- A. Institutional Fee** – A fee of \$7.30 per credit hour, up to a maximum of 15 credits, is assessed to all students, except those under special arrangement contracts.
- B. Student Parking Sales** – Revenue from the sale of City of Norfolk parking garage spaces to students on the Norfolk Campus. Student cost is at a reduced rate because the institutional fee subsidizes total cost.
- C. Student HRT Pass Sales** – Revenue from the sale of HRT passes to students at all campuses. These passes are sold to students at a reduced rate because the institutional fee subsidizes total cost.

II. EXPENDITURES

- A. Chesapeake Campus Parking Garage – Debt Service** – Funds for the debt service for the Chesapeake Campus Parking Garage. This reflects the seventh year of a 20-year annual debt service payment.
- B. Chesapeake Campus Parking Lot – Debt Service** – Funds for the debt service for the Chesapeake Campus parking lot. This reflects the tenth year of a 15-year annual debt service payment.
- C. Chesapeake Campus Parking Garage – Operating Expenses** – Funds for general maintenance, preventative maintenance, repair, sweeping, custodial, and the utilities associated with the Chesapeake Campus garage. Provides security staffing Monday through Friday and related security equipment and supervision expenses.
- D. College-wide Parking Lot Improvements** – Funds to provide parking lot and roadway improvements on three campuses with such facilities.
- E. Hampton Roads Transit (HRT) Passes** – Cost to purchase the GoPass365 from HRT to provide transportation services to students at a discounted rate, including light rail, bus, and ferry.
- F. Student Parking** – Cost of parking for students in City of Norfolk Parking Garage.
- G. Visual Arts Center Parking Lease** – Parking lease for Visual Arts Center students.

TIDEWATER COMMUNITY COLLEGE
STUDENT CENTER BUDGET
July 1, 2019 - July 31, 2019

	Budget 2020	Revenues/ Expenditures	Encumbrances	Variance	% Realized
Fund Balance 7/1/19		\$ 18,646,627			
I. Revenues					
A. Auxiliary Capital Fee	\$ 7,539,480	\$ -	\$ -	\$ 7,539,480	0%
B. Transfer-In from Student Activities Budget	569,257	47,438		521,819	8%
C. Food Service Commission				-	
D. Miscellaneous Revenue	74,000	15,455		58,545	21%
E. Facility Use Fee				-	
Total Revenues	\$ 8,182,737	\$ 62,893	\$ -	\$ 8,119,844	1%
Total Resources (Revenue & Fund Balance)					
		\$ 18,709,520			
II. Expenditures					
A. Bond Debt Service					
1. Student Center - Norfolk Campus	\$ 1,114,719	\$ 920,158	\$ -	\$ 194,561	83%
2. Student Center - Chesapeake Campus	1,164,194	942,724		221,470	81%
3. Student Center - Portsmouth Campus	1,082,472	929,919		152,553	86%
4. Student Center - Virginia Beach Campus	1,661,113	1,346,101		315,012	81%
Subtotal--Bond Debt Service	\$ 5,022,498	\$ 4,138,902	\$ -	\$ 883,596	82%
B. Norfolk Student Center					
1. General Operations					
a. Personnel	\$ 425,846	\$ 24,580	\$ -	\$ 401,266	6%
b. Operating Expenses	41,547	5,215	4,999	31,333	25%
Subtotal--General Operations	\$ 467,393	\$ 29,795	\$ 4,999	\$ 432,599	7%
2. Facility Operations					
a. Utilities	105,000	7,932		97,068	8%
b. Security	60,000			60,000	0%
c. Custodial					
1. Personnel	113,300	8,224		105,076	7%
2. Expenditures	14,000	208	2,793	10,999	21%
d. General Maintenance					
1. Personnel	69,180	7,308		61,872	11%
2. Expenditures	66,000	159	3,889	61,952	6%
e. Insurance	7,696			7,696	0%
f. Network & Telecommunications	70,613	5,884		64,729	8%
Subtotal--Facility Operations	\$ 505,789	\$ 29,715	\$ 6,682	\$ 469,392	7%
3. Food Services					
a. Equipment Mtce. & Replacement	\$ 21,000	\$ 507		\$ 20,493	2%
Subtotal--Food Services	\$ 21,000	\$ 507	\$ -	\$ 20,493	2%
Subtotal--Norfolk Student Center	\$ 994,182	\$ 60,017	\$ 11,681	\$ 922,484	7%
C. Chesapeake Student Center					
1. General Operations					
a. Personnel	\$ 407,650	\$ 27,258	\$ -	\$ 380,392	7%
b. Operating Expenses	94,092		9,690	84,402	10%
Subtotal--General Operations	\$ 501,742	\$ 27,258	\$ 9,690	\$ 464,794	7%

	Budget 2020	Revenues/ Expenditures	Encumbrances	Variance	% Realized
2. Facility Operations					
a. Utilities	110,000	237	-	109,763	0%
b. Security	40,000			40,000	0%
c. Custodial					
1. Personnel	110,000	9,927		100,073	9%
2. Expenditures	14,000	128		13,872	1%
d. General Maintenance					
1. Personnel	66,869			66,869	0%
2. Expenditures	66,000	1,220	19,196	45,584	31%
e. Insurance	8,449			8,449	0%
f. Network & Telecommunications	61,556	5,130		56,426	8%
Subtotal--Facility Operations	\$ 476,874	\$ 16,641	\$ 19,196	\$ 441,036	8%
3. Food Services					
a. Equipment Mtce. & Replacement	\$ 11,950			\$ 11,950	0%
Subtotal--Food Services	\$ 11,950	\$ -	\$ -	\$ 11,950	0%
Subtotal--Chesapeake Student Center	\$ 990,566	\$ 43,899	\$ 28,886	\$ 917,781	7%
D. Portsmouth Student Center					
1. General Operations					
a. Personnel	\$ 421,912	\$ 30,894	\$ -	\$ 391,018	7%
b. Operating Expenses	55,025		7,329	47,696	13%
Subtotal--General Operations	\$ 476,937	\$ 30,894	\$ 7,329	\$ 438,714	8%
2. Facility Operations					
a. Utilities	110,000	3,479		106,521	3%
b. Security	50,000			50,000	0%
c. Custodial					
1. Personnel	110,000	8,267	-	101,733	8%
2. Expenditures	14,000	164	1,972	11,864	15%
d. General Maintenance					
1. Personnel	72,001			72,001	0%
2. Expenditures	66,000	3,007	5,663	57,330	13%
e. Insurance	8,276			8,276	0%
f. Network & Telecommunications	73,463	6,122		67,341	8%
Subtotal--Facility Operations	\$ 503,740	\$ 21,039	\$ 7,635	\$ 475,066	6%
3. Food Services					
a. Equipment Mtce. & Replacement	\$ 18,000		\$ -	\$ 18,000	0%
Subtotal--Food Services	\$ 18,000	\$ -	\$ -	\$ 18,000	0%
Subtotal--Portsmouth Student Center	\$ 998,677	\$ 51,933	\$ 14,964	\$ 931,780	7%
E. Virginia Beach Student Center					
1. General Operations					
a. Personnel	\$ 554,002	\$ 39,580	\$ -	\$ 514,422	7%
b. Operating Expenses	56,005			56,005	0%
Subtotal--General Operations	\$ 610,007	\$ 39,580	\$ -	\$ 570,427	6%

	Budget 2020	Revenues/ Expenditures	Encumbrances	Variance	% Realized
2. Facility Operations					
a. Utilities	155,000	813		154,187	1%
b. Security	45,000			45,000	0%
c. Custodial					
1. Personnel	175,000	13,700		161,300	8%
2. Expenditures	18,000	261	535	17,204	4%
d. General Maintenance					
1. Personnel	109,764	10,688		99,076	10%
2. Expenditures	85,000	1,380	9,484	74,136	13%
e. Insurance	12,423			12,423	0%
f. Network & Telecommunications	76,193	6,349		69,844	8%
Subtotal--Facility Operations	\$ 676,380	\$ 33,191	\$ 10,019	\$ 633,170	6%
3. Food Services					
a. Equipment Mtce. & Replacement	\$ 21,000	\$ -	\$ -	\$ 21,000	0%
Subtotal--Food Services	\$ 21,000	\$ -	\$ -	\$ 21,000	0%
Subtotal--Virginia Beach Student Center	\$ 1,307,387	\$ 72,771	\$ 10,019	\$ 1,224,597	6%
Total Expenditures	\$ 9,313,311	\$ 4,367,523	\$ 65,550	\$ 4,880,238	48%
III. Capital Maintenance Reserve	\$ 1,000,000	\$ 1,000,000		\$ 1,000,000	0%
Fund Balance 07/31/19		\$ 13,341,997			

Approved by the Local College Board on May 7, 2019

AVPF 08/13/19

Capital Maintenance Reserve Fund	
FY14-FY19	\$ 7,500,000

TIDEWATER COMMUNITY COLLEGE
STUDENT CENTER BUDGET
Narrative Justification
FY2020

I. REVENUES

The revenues for the Student Center Budget are based on a projection of 13,425 annualized FTEs.

- A. **Auxiliary Capital Fee** – A fee is assessed to all students up to a maximum of 15 credit hours. The fee is \$19.50 per credit hour.
- B. **Transfer-In from Student Activities Budget** – This transfer reflects the funding of positions from the Student Activities budget.
- C. **Food Service Commission** – Estimated commissions from the college’s food service contract with Elite. In FY20, the food service commission revenue has been removed due to lower food sales as a result of lower enrollment.
- D. **Miscellaneous Revenue** – Revenue generated from rental of student center facilities and other activities at the student centers. The General Operations Operating Expenses for each campus have been increased based on the estimated miscellaneous revenue for the respective campuses.
- E. **Facility Use Fee** – This is eliminated for FY20

II. EXPENDITURES

- A. **Bond Debt Service** – Principal and interest payments due on VCBA Pooled Bonds used to finance the student centers.
- B-E. **Norfolk, Chesapeake, Portsmouth, & Virginia Beach Student Centers** –
 - 1. **General Operations**
 - a. **Personnel** – Staffing costs for Norfolk, Chesapeake, Portsmouth, and Virginia Beach Student Centers, including costs for Student Life personnel and student identification personnel.
 - b. **Operating Expenses** – Funding for general operating expenses such as office supplies, travel, professional development, equipment repairs, etc.
 - 2. **Facility Operations**
 - a. **Utilities** – Utilities services for the student centers. Utilities include electrical, natural gas, water, and sewer.
 - b. **Security** – Unarmed security services for the student centers. The services are provided under the college’s security contract. Additional coverage is provided for special events, and officers assigned elsewhere on campus are available to respond to situations, if necessary.

- c. **Custodial** – Personnel costs, consumable materials for housecleaning, and trash and garbage disposal services for the student centers.
 - d. **General Maintenance** – Personnel costs, consumable materials, and contract services to maintain the student centers’ mechanical, electrical, and other building systems.
 - e. **Insurance** – Estimated cost of insurance for the student centers. The increase is due to the inclusion of general liability insurance for the student centers that was not previously budgeted.
 - f. **Network & Telecommunications** – Estimated cost of ongoing network and telecommunications support for the student centers.
3. **Food Services** – Cost of maintenance, repair, and replacement of food service equipment.

III. Capital Maintenance Reserve – Funds approximating 2% of the cost of the student center buildings will be transferred to a maintenance reserve account to fund future costs.

TIDEWATER COMMUNITY COLLEGE
AUXILIARY SERVICES BUDGET
July 1, 2019 - July 31, 2019

	Budget 2020	Revenue/ Expenditures	Encumbrances	Variance	% Realized
Fund Balance 7/1/19		\$ 10,701,571			
I. Revenues					
A. Bookstore	\$ 1,195,065	\$ 33,697	\$ -	\$ 1,161,368	3%
B. Vending					
1. Exclusive Beverage Contract	66,000	2,135		63,865	3%
2. Vending - CRH	35,121	1,371		33,750	4%
C. Food Service - Joint-Use Library	4,523			4,523	0%
D. Municipal Support	24,000			24,000	0%
E. Interest Earnings	550,000	31,537		518,463	6%
F. Miscellaneous Revenue	10,000	180		9,820	2%
Total Revenues	\$ 1,884,709	\$ 68,920	\$ -	\$ 1,815,789	4%
Total Resources (Revenue & Fund Bal.)		\$ 10,770,491	\$ -		
II. Expenditures					
A. Operating Expenses					
1. Banking Costs	\$ 6,000	\$ 172	\$ 3,000	\$ 2,828	53%
2. Miscellaneous Expenses	1,000			1,000	0%
3. Joint-Use Library Food Service Equipment	7,000			7,000	0%
Subtotal - Operating Expenses	\$ 14,000	\$ 172	\$ 3,000	\$ 10,828	23%
B. Faculty/Staff Parking	\$ 430,000	\$ 10,016	\$ -	\$ 419,984	2%
C. College Community Events	\$ 15,000	\$ -	\$ -	\$ 15,000	0%
D. Financial Aid Adjustments	\$ 14,000	\$ (251)	\$ -	\$ 14,251	-2%
E. Auxiliary Service Operations					
1. Personnel	\$ 165,500	\$ 11,298	\$ -	\$ 154,202	7%
2. General Operating Costs	6,000			6,000	0%
3. Equipment/Software/Installation	35,000	-		35,000	0%
4. StormCard Marketing	10,000			10,000	0%
5. Child Care Subsidy					
Subtotal - Auxiliary Service Operations	\$ 216,500	\$ 11,298	\$ -	\$ 205,202	5%
F. Community Support					
1. College Board	\$ 2,500	\$ -	\$ -	\$ 2,500	0%
2. President	15,000		150	14,850	1%
3. Vice Presidents and Directors					
a. Exec. Vice President for Academic & Student Affairs & Chief Academic Officer	6,000		60	5,940	1%
b. Vice President for Finance	6,000			6,000	0%
c. Vice President for Information Systems/ Director of Institutional Effectiveness	6,000			6,000	0%
d. Vice President for Institutional Advancement	6,000		240	5,760	4%
e. Vice President for Workforce Services	6,000	43		5,957	1%
f. Executive Director of TCC Real Estate Foundation/ Chief Operating Officer for Facilities & Public Safety	6,000	762		5,238	13%
4. Campus Provosts					
a. Chesapeake	6,000			6,000	0%
b. Norfolk	6,000		100	5,900	2%
c. Portsmouth	6,000		182	5,818	3%
d. Virginia Beach	12,000	175	2,641	9,184	23%
5. Community Outreach	27,000			27,000	0%
6. Contingencies	3,500			3,500	0%
Subtotal - Community Support	\$ 114,000	\$ 980	\$ 3,373	\$ 109,647	4%

	Budget 2020	Revenue/ Expenditures	Encumbrances	Variance	% Realized
G. Deans' Discretionary Aid Fund					
1. Chesapeake	\$ 5,000	\$ -	\$ -	\$ 5,000	0%
2. Norfolk	5,000		281	4,719	6%
3. Portsmouth	5,000			5,000	0%
4. Virginia Beach	10,000			10,000	0%
Subtotal - Deans' Discretionary Aid Fund	\$ 25,000	\$ -	\$ -	\$ 24,719	1%
Subtotal- Expenditures	\$ 828,500	\$ 22,215	\$ 6,373	\$ 799,631	3%
III. Student Financial Assistance					
A. TCC Scholarships & Awards					
1. Art Scholarships	\$ 15,000	\$ -	\$ -	\$ 15,000	0%
2. Student Study Abroad Scholarships	15,500			15,500	0%
3. Culinary Match Program	3,000			3,000	0%
4. Martin Luther King Scholarship	5,621			5,621	0%
5. Military Scholarships	28,103			28,103	0%
6. ROTC Scholarships	13,489			13,489	0%
7. High School Scholarships					
a. Chesapeake	78,687			78,687	0%
1. LaVonne P. Ellis Scholarship	11,241			11,241	0%
b. Norfolk	56,205			56,205	0%
1. John T. Kavanaugh Scholarship	11,241			11,241	0%
c. Portsmouth	22,482			22,482	0%
1. Lee B. Armistead Scholarship	11,241			11,241	0%
d. Suffolk (Northern)	11,241			11,241	0%
e. Virginia Beach	101,169			101,169	0%
1. Stanley Waranch Scholarship	11,241			11,241	0%
2. Dorcas T. Helfant-Browning Scholarship	11,241			11,241	0%
3. Thomas H. Wilson Scholarship	11,241			11,241	0%
Subtotal - TCC Scholarships & Awards	\$ 417,942	\$ -	\$ -	\$ 417,942	0%
Total Expenditures & Student Financial Assistance	\$ 1,246,442	\$ 22,215	\$ 6,373	\$ 1,217,573	2%
Fund Balance 07/31/2019		\$ 10,748,276			

Approved by the Local College Board on May 7, 2019

AVPF 08/12/19

TIDEWATER COMMUNITY COLLEGE
AUXILIARY SERVICES BUDGET
Narrative Justification
FY2020

I. REVENUES

- A. Bookstore** – Anticipated sales commissions from the Barnes & Noble bookstores operated at MacArthur Mall and the Virginia Beach Campus.
- B. Vending** – Commissions from vending sales at all four campuses and the District Office. The college has an exclusive beverage contract with Coke and a food vending contract with CRH Catering. Also includes funds for sponsorship/marketing.
- C. Food Service – Joint-Use Library** – The college currently has a food service contract with Elite, which is operational at the Joint-Use Library in Virginia Beach.
- D. Municipal Support** – Contributions from the cities of Chesapeake, Norfolk, Virginia Beach, and Portsmouth.
- E. Interest Earnings** – Investment earnings are calculated on a \$40 million average investment at 2%.
- F. Miscellaneous Revenue** – Miscellaneous income from expired StormCard plans and other miscellaneous receipts.

II. EXPENDITURES

- A. Operating Expenses** – Cost of bank fees, check stock, credit card fees, miscellaneous service fees, etc.
- B. Faculty/Staff Parking** – Cost of faculty/staff parking in Norfolk including parking for adjunct faculty and visitors.
- C. College Community Events** – Funds to sponsor events to enhance the spirit of community among the college’s faculty and staff.
- D. Financial Aid Adjustments** – Funding for financial aid adjustments resulting from administrative errors or similar circumstances.
- E. Auxiliary Service Operations**
 - 1. Personnel – Salaries and benefits for the college’s Auxiliary Services personnel.
 - 2. General Operating Costs – Funds for training, office supplies, travel, and other miscellaneous expenses for the Auxiliary Services personnel.
 - 3. Equipment/Software/Installation – Funds to support the college’s StormCard system. Funds are included for equipment, software, and installation of data lines.
 - 4. StormCard Marketing – Funds received each year for promotional use as part of the Coke contract.
 - 5. Child Care Subsidy – The Child Care subsidy has been removed for FY20 due to the phase out of the Child Care Centers.

F. Community Support

1. College Board – Funds for expenses of the Board meetings and other Board related expenses.
- 2., 3., & 4. President, Vice Presidents, Campus Provosts, & Directors – Discretionary funds for hosting college-wide and/or required regional meetings for various administrators and ad hoc committees; luncheon and dinner meetings with various city and business officials; purchase of refreshments for meetings hosted at TCC; special events honoring employees; memberships in local and regional organizations to promote the college; and purchase of flowers for sympathy or congratulations.
5. Community Outreach – Cost of attending functions sponsored by various civic organizations, sponsorships, and other community outreach activities.
6. Contingencies – Unanticipated obligations of the Board.

G. Deans' Discretionary Aid Fund – Funds to assist students with emergency financial needs and enable them to attend classes at Tidewater Community College. The need must relate to the student's cost of attendance at the college.

III. STUDENT FINANCIAL ASSISTANCE

A. TCC Scholarships & Awards

1. Art Scholarships – Awards to students with outstanding portfolios for study in fine arts, graphic design, or photography at TCC's Visual Arts Center. Fifteen \$1,000 scholarships are available.
2. Student Study Abroad Scholarships – Awards to foreign language students on a competitive basis.
3. Culinary Match Program – Matching funds for Culinary Scholarships donated to the college.
4. Martin Luther King Scholarship – An award to a student who exemplifies the values of Dr. Martin Luther King. Recognition is given at the college's annual Dr. Martin Luther King Dinner.
5. Military Scholarships – Awards to dependents of servicepersons from each branch of the military.
6. ROTC Scholarships – Awards to TCC students participating in the college's ROTC program through Old Dominion University and Norfolk State University.
7. High School Scholarships – Awards to an outstanding high school senior in each of the public high schools in the cities of Chesapeake, Norfolk, Portsmouth, Northern Suffolk, and Virginia Beach. Additional scholarships are included for the Advanced Technology Center in Virginia Beach, and the Norfolk and Chesapeake Technology Centers. The awards are for tuition and fees for the first and second years of attendance at TCC.

The Stanley Waranch Scholarship will be awarded annually to a Virginia Beach high school graduate of the Advanced Technology Center. The Local College Board named the scholarship in honor of Mr. Waranch on June 26, 2003 for his dedication and exemplary service to Tidewater Community College and those it serves.

The John T. Kavanaugh Scholarship will be awarded annually to a Norfolk high school graduate who has participated in the Navy Junior Reserve Officer Training Corps program. The Local College Board named the scholarship in honor of Mr. Kavanaugh on June 25, 2009 for his dedication and exemplary service to Tidewater Community College and those it serves.

The Dorcas T. Helfant-Browning Scholarship will be awarded annually to a Virginia Beach high school graduate. The Local College Board named the scholarship in honor of Ms. Helfant-Browning on June 25, 2009 for her dedication and exemplary service to Tidewater Community College and those it serves.

The LaVonne P. Ellis Scholarship will be awarded annually to a Chesapeake high school graduate. The Local College Board named the scholarship in honor of Ms. Ellis on June 26, 2012 for her dedication and exemplary service to Tidewater Community College and those it serves.

The Thomas H. Wilson Scholarship will be awarded annually to a Virginia Beach high school graduate. The Local College Board named the scholarship in honor of Mr. Wilson on September 10, 2013 for his dedication and exemplary service to Tidewater Community College and those it serves.

The Lee B. Armistead Scholarship will be awarded annually to a Portsmouth high school graduate. The Local College Board named the scholarship in honor of Dr. Armistead on May 10, 2016 for his dedication and exemplary service to Tidewater Community College and those it serves.

**TIDEWATER COMMUNITY COLLEGE
LOCAL CONTRIBUTIONS
AS OF JULY 31, 2019**

LOCALITIES	PLEGGED	RECEIVED	BALANCE
PORTSMOUTH:			
LOCAL BOARD (Operating)	6,000		
TOTAL-PORTSMOUTH	\$ 6,000		\$ 6,000
VIRGINIA BEACH:			
LOCAL BOARD (Operating)	6,000	6,000	
TOTAL-VIRGINIA BEACH	\$ 6,000	\$ 6,000	
CHESAPEAKE:			
TECHNOLOGY	60,500	60,500	
LOCAL BOARD (Operating)	6,000	6,000	
TOTAL-CHESAPEAKE	\$ 66,500	\$ 66,500	
NORFOLK:			
LOCAL BOARD (Operating)	6,000		
TOTAL-NORFOLK	\$ 6,000		\$ 6,000
TOTAL	\$ 84,500	\$ 72,500	\$ 12,000

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**TIDEWATER COMMUNITY COLLEGE
LOCAL INVESTMENTS
2015 - 2020**

LOCALITIES	FY2020	FY2019	FY2018	FY2017	FY2016	FY2015
PORTSMOUTH:						
LOCAL BOARD (Operating)	6,000	6,000	6,000	6,000	5,400	6,000
TOTAL-PORTSMOUTH	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 5,400	\$ 6,000
VIRGINIA BEACH:						
JOINT-USE LIBRARY ¹						
LOCAL BOARD (Operating)	6,000	6,000	6,000	5,100	5,100	5,100
TOTAL-VIRGINIA BEACH	\$ 6,000	\$ 6,000	\$ 6,000	\$ 5,100	\$ 5,100	\$ 5,100
CHESAPEAKE:						
TECHNOLOGY	60,500	60,500	60,500	60,500	60,500	60,500
LOCAL BOARD (Operating)	6,000	6,000	6,000	6,000	6,000	6,000
TOTAL-CHESAPEAKE	\$ 66,500	\$ 66,500	\$ 66,500	\$ 66,500	\$ 66,500	\$ 66,500
NORFOLK:						
LOCAL BOARD (Operating)	6,000	6,000	6,000	6,000	6,000	6,000
TOTAL-NORFOLK	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000
TOTAL	\$ 84,500	\$ 84,500	\$ 84,500	\$ 83,600	\$ 83,000	\$ 83,600

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**TIDEWATER COMMUNITY COLLEGE
INVESTMENTS
2019-20 STATEMENT OF EARNINGS**

	BALANCE INVESTED	INTEREST 2019-2020
July 31, 2019	\$ 40,566,146	\$ 109,545
August 31, 2019		
September 30, 2019		
October 31, 2019		
November 30, 2019		
December 31, 2019		
January 31, 2020		
February 29, 2020		
March 31, 2020		
April 30, 2020		
May 31, 2020		
June 30, 2020		
TOTAL		\$ 109,545

Note 1

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Detail:

Investment Category	Average Yield	Balance
Towne Bank - Repurchase Agreements	2.45%	\$ 8,309,537
Towne Bank - Raymond James	2.12%	\$ 31,304,224
Commonwealth - LGIP	2.39%	\$ 952,385
TOTAL		\$ 40,566,146

Note 2

Note 1 - The investment earnings are reported based on statements received from the financial institution and may vary from the college's financial records due to timing differences.

Note 2 - Actual interest rates on Raymond James CDs range from 1.70% to 2.70%, and payment frequency varies from monthly to annually.

TIDEWATER COMMUNITY COLLEGE BOARD
AGENDA ITEM

MEETING: September 26, 2019
COMMITTEE: Finance & Facilities Committee
AGENDA ITEM: Final Financial Report for 2018-19

BACKGROUND:

The Commonwealth of Virginia operates on a July – June fiscal year. Following is the college's final financial report for FY19.

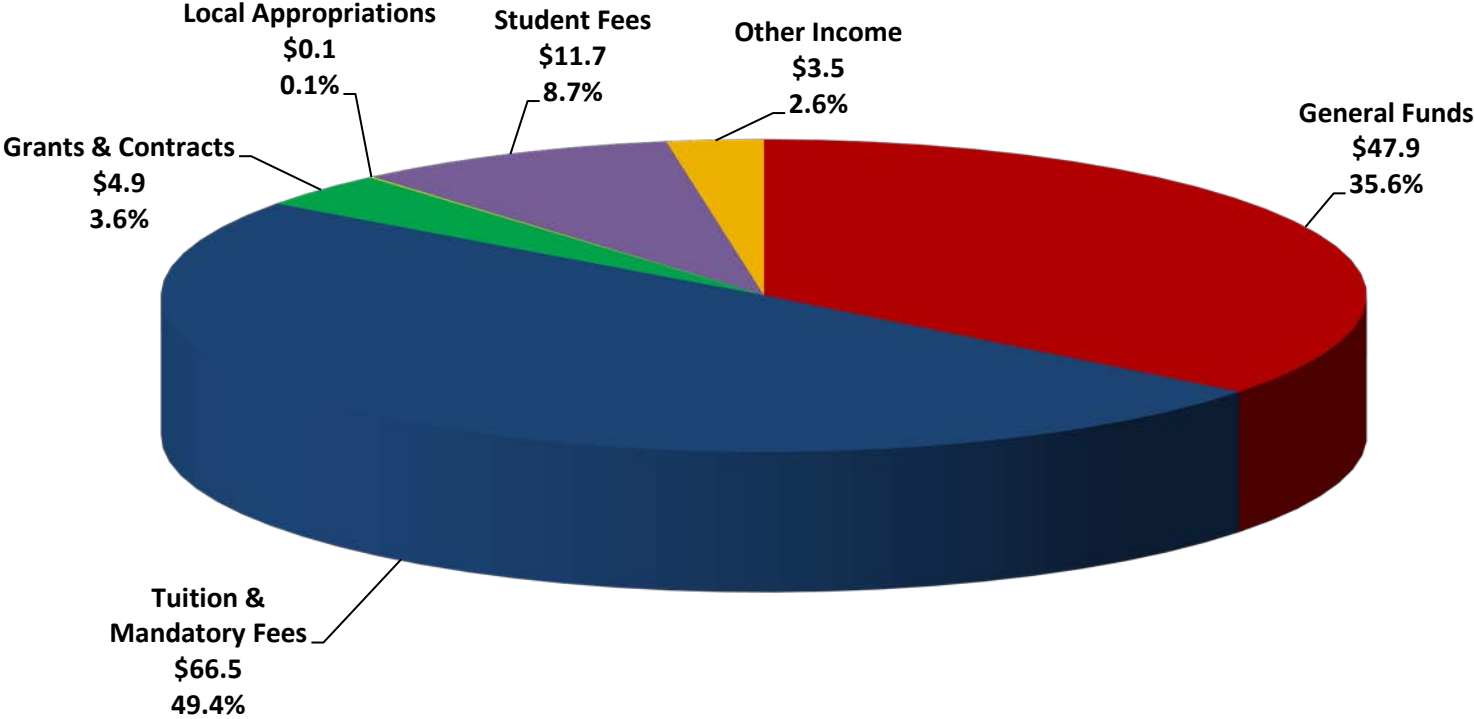
STAFF RECOMMENDATION:

None. This item is for information only.

STAFF LIAISON:

Phyllis F. Milloy
Vice President for Finance
PMilloy@tcc.edu
757-822-1064

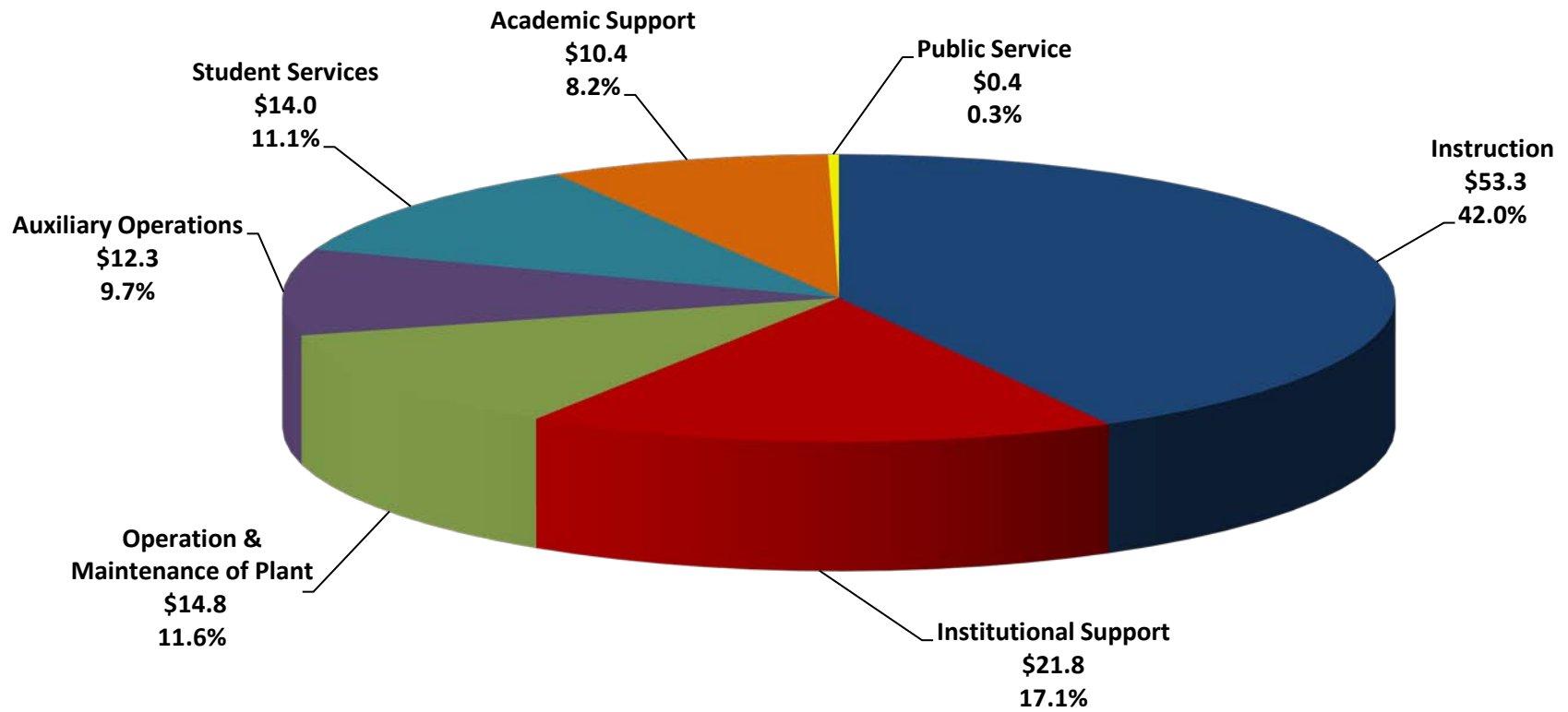
TIDEWATER COMMUNITY COLLEGE
Revenues
2018-19¹
\$134.6 Million



In Millions

¹As of June 30, 2019

TIDEWATER COMMUNITY COLLEGE Expenditures 2018-19¹ \$127.0 Million

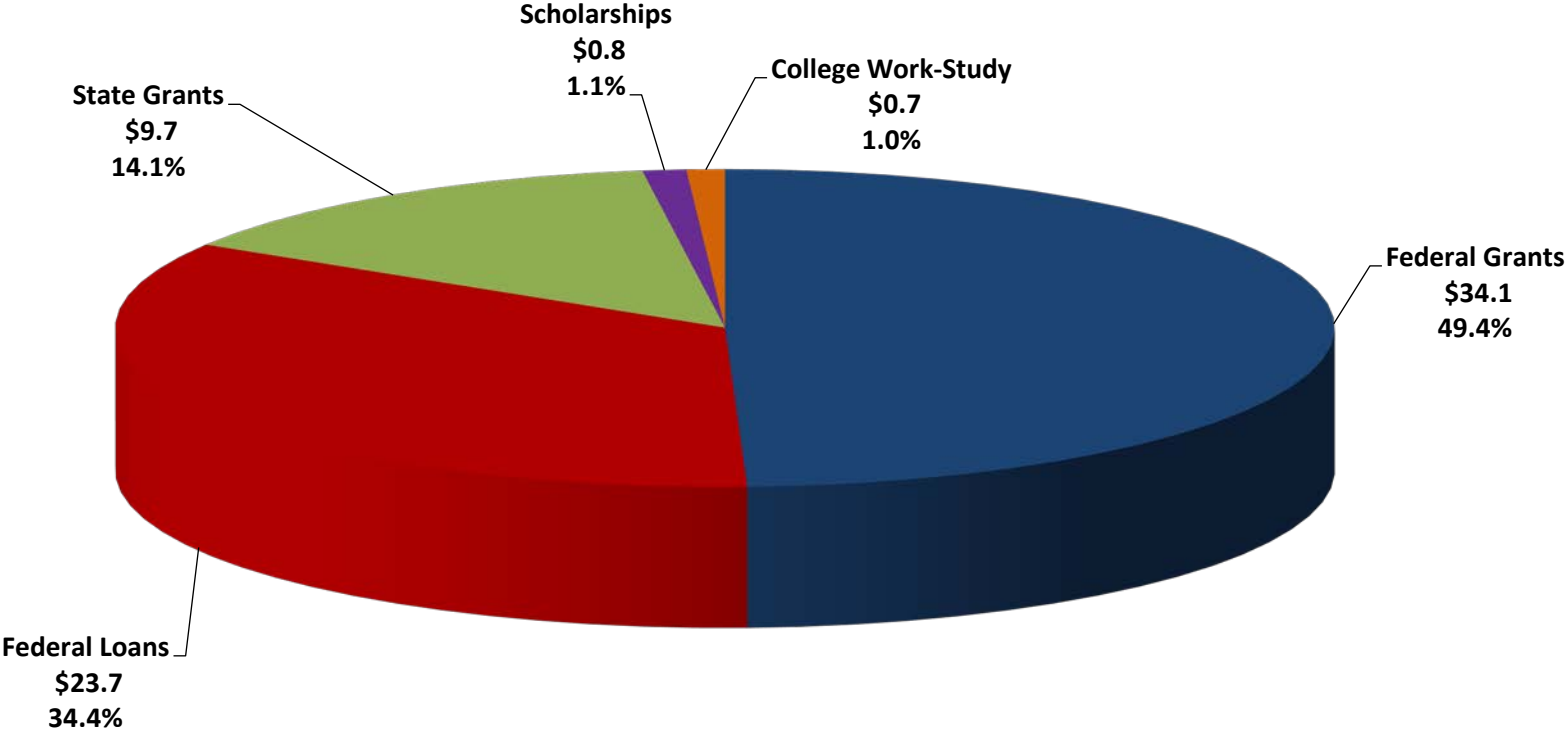


In Millions

¹As of June 30, 2019

VPF 8/12/19

TIDEWATER COMMUNITY COLLEGE
Financial Aid
2018-19¹
\$69.0 Million



In Millions

¹As of June 30, 2019

TIDEWATER COMMUNITY COLLEGE BOARD
AGENDA ITEM

MEETING: September 26, 2019
COMMITTEE: Finance & Facilities Committee
AGENDA ITEM: State Operating Budget for 2019-20

BACKGROUND:

The Commonwealth of Virginia operates on a July – June fiscal year. Following is an overview of the college's state operating budget for FY20.

STAFF RECOMMENDATION:

None. This item is for information only.

STAFF LIAISON:

Phyllis F. Milloy
Vice President for Finance
PMilloy@tcc.edu
757-822-1064

**TIDEWATER COMMUNITY COLLEGE
STATE OPERATING BUDGET FOR 2019-20**

REVENUES	2019-2020
BASE BUDGET	111,252,890
TUITION REVENUE ADJUSTMENT/ENROLLMENT/OTHER	1,483,455
WORKFORCE SOLUTIONS	2,200,000
ANTICIPATED ADDITIONAL APPROPRIATION	1,321,860
TOTAL REVENUES EXPECTED	116,258,205
EXPENDITURES - PERSONNEL SERVICES	
PERSONNEL SERVICES	
TEACHING FACULTY	19,468,137
ADMINISTRATIVE & PROFESSIONAL FACULTY	9,023,902
CLASSIFIED	18,124,070
ADJUNCT/OVERLOAD/SUMMER PAY	15,198,944
WAGE EMPLOYEES	4,885,226
WORKFORCE SOLUTIONS	1,822,576
REALLOCATION, SICK/ANNUAL LEAVE/SEVERANCE	700,000
FRINGES	22,365,073
VACANCY	(2,000,000)
TOTAL PERSONNEL SERVICES	89,587,928
EXPENDITURES - OPERATING	
CHESAPEAKE CAMPUS	167,147
REGIONAL AUTOMOTIVE CENTER	20,500
NORFOLK CAMPUS	208,595
PORTSMOUTH CAMPUS	281,072
BEAZLEY SCHOOL OF NURSING	30,482
VISUAL ARTS CENTER	38,586
VIRGINIA BEACH CAMPUS	352,298
ADVANCED TECHNOLOGY CENTER	404,402
REGIONAL HEALTH PROFESSIONS CENTER	200,925
JOINT USE LIBRARY	506,043
CENTER FOR MILITARY EDUCATION	59,363
ROPER CENTER	191,678
CAMPUS AND CENTER TOTALS	2,461,091
OTHER OPERATING	
WORKFORCE SOLUTIONS	1,000,000
DUAL ENROLLMENT	2,300,000
FACILITIES MANAGEMENT	4,633,733
FIXED COSTS	3,450,158
GENERAL ADMINISTRATION	322,744
INFORMATION SYSTEMS	3,410,254
INSTITUTIONAL ADVANCEMENT	2,006,864
LEARNING RESOURCES	482,930
PROFESSIONAL DEVELOPMENT	348,500
SAFETY & SECURITY	2,594,030
VCCS SHARED SERVICES	1,194,609
OTHER OPERATING TOTAL	21,743,822
TOTAL BUDGETED EXPENDITURES	113,792,841
BALANCE	2,465,364