

TIDEWATER COMMUNITY COLLEGE BOARD

SEPTEMBER 15, 2020

4:30 P.M.

ZOOM MEETING

CINDY S. FREE, CHAIR
PRESIDING

AGENDA

1. **Welcome and Call Meeting to Order** – (4.30 p.m.)
2. **Program Highlight** – (10-15 min.)

“Strategic Planning”

Dr. Kim Bovee
Director of Planning & Accountability

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 #315 for May 12, 2020 (**Attached**)
 - b. Previous Meeting Minutes #316 for August 13, 2020 (**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, 2020 (**Attached**)
 - b. Routine Local Financial Statements for Month Ending July 31, 2020 (**Attached**)
 - c. Final Financial Report for 2019-20 (**Attached**)
 - d. State Operating Budget for 2020-21 (**Attached**)
 - e. Performance Funding (w/Mr. Aasen)
7. **Advocacy Committee Report** – Mr. Jerome Bynum, 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. Scholarships
 - b. Chancellor’s Retreat/Annual Meeting of the Boards
12. **Chair’s Report & Announcements** – *(15 min.)*
 - a. Discuss & Adopt Proposed 2020-21 College Board Working Priorities **(attached, for action)**
13. **Adjournment**

TIDEWATER COMMUNITY COLLEGE BOARD

MEETING NO. 315

MAY 12, 2020

Meeting number three hundred fifteen of the Tidewater Community College Board was held via Zoom on Tuesday, May 12, 2020.

Members Present: Barry C. Brown
Dr. Marcia Conston
Paulette D. Franklin-Jenkins
Mark Hugel
Kim McCallum
John D. Padgett
Lynn B. Clements
William (Bill) W. Crow
Cynthia (Cindy) S. Free
James (Jay) N. Lucado
Delceno C. Miles
Charles A. Tysinger

Members Absent: Jerome A. Bynum

Others Present: Curtis K. Aasen, Vice President for Information Systems and Institutional Effectiveness
Marian Anderfuren, Vice President for Communications & Enrollment Management
Matthew J. Baumgarten, Executive Director of Real Estate Foundation/COO of Facilities & Public Safety
Emanuel Chestnut, Interim Provost of Norfolk Campus
Sarah DiCalogero, Chair of Faculty Senate
James Edwards, Interim Provost of Chesapeake Campus
Latesha D. Johnson, Executive Assistant to the President
Sarah (Beth) Lunde, Associate Vice President for Human Resources
Heather McCraig, Associate Vice President for Finance
Corey L. McCray, Interim Executive Vice President for Academic & Student Affairs and Vice President for Workforce Solutions
Phyllis F. Milloy, Vice President for Finance
Michael D. Summers, Provost of Virginia Beach Campus
Michelle W. Woodhouse, Provost of Portsmouth Campus

1. Welcome and Call to Order

Ms. Free, chair, determined the presence of a quorum and called the meeting to order at 4:32 p.m., and welcomed guests.

2. Program Highlight

Dr. Conston invited Ms. Anderfuren and Ms. O'Brien to present the program highlight featuring TCC's Marketing Campaign.

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The 2020 Fall/Summer plan leverages television, out-of-home (non-digital billboards), print advertisements, and radio to demonstrate TCC's presence in the community. The college is re-airing the 2018's "*College, Only Smarter*" brand spot on television, with a new call to action around online classes, and an exclusive to the new campaign to measure success of its direction. In addition, there are 22 billboard locations in close proximity to TCC's campuses.

Ms. Anderfuren noted that unprecedented unemployment creates opportunities for community colleges. Part of the marketing plan in response to COVID-19 includes:

- A discussion on diverting some of the planned print and radio spend into developing new creative to respond to COVID-19 in two broadcast spots focusing on:
 1. Workforce training—with an emphasis on helping those who lost jobs due to COVID-19
 2. High school seniors—with additional support on guaranteed transfers

3. Adoption of Consent Agenda

Ms. Free asked the board 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. Miles, seconded by Mr. Lucado, the board approved the consent agenda as proposed.

4. Approval of Action Items on Consent Agenda

Referring to tabs 4a and 4f of the meeting packet, the board approved meeting minutes #314 for March 10, 2020, with recommended edits; proposed 2020-21 local fund budgets; auxiliary parking plan for 2020-22 biennium; Norfolk campus capital lease; proposed 2020-21 business and industry advisory committee, with recommended edits, and the proposed CSCS automotive curricula.

5. Curriculum & Student Development Committee Report – Dr. Barry C. Brown, Chair

a. Nothing to report.

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

a. Local Fund Financial Statements for Month Ending March 31, 2020. At the invitation of Mr. Lucado and referring to Tab 6a of the meeting packet, Ms. Milloy provided local fund financial statements reflecting activity for nine months of the fiscal year. She highlighted expenditures for the student activities budget (57%), institutional auxiliary budget (94%), student center budget (82%), and auxiliary services budget (64%). FY19-20 local investments and contributions from each city remained as expected. Investments of \$42 million earned \$617,142 since July 1, 2019.

b. Campus Beautification and Wayfinding. No report provided.

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7. Advocacy Committee Report – Mr. Jerome Bynum, Chair

- a. Committee Update. In the absence of Mr. Bynum, Ms. Anderfuren provided the report. The committee met on April 20, 2020. She briefed them on the College Anywhere Campaign, the impact of COVID-19, the CARES Act, and the president’s inauguration.

8. Education Foundation Liaison Report – Ms. Delceno Miles

The Educational Foundation Board had its annual meeting last month. The nominating committee elected new officers—Ms. Delceno Miles, board chair and Mr. Andrew (Andy) Hodge, board vice chair. New committee chairs were also elected. An executive committee meeting will be held in June. The board will continue to support the mission of the college and collaborate with Dr. Conston and the President’s Cabinet.

9. Real Estate Liaison Report – Mr. John Padgett

The committee had a virtual meeting to review a litigation matter. At the request of Mr. Padgett, Mr. Baumgarten provided a brief update.

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. Conston, Mr. Aasen provide an update on spring/summer enrollment. He reported that the 2019-20 FTE is down -9.5% and -10% student headcount (spring). The difference in the decline rate between FTE and student headcount is attributed to the +0.05 average credit load. COVID-19 had an impact on summer enrollment. It is down -24.7% and -25% respectively in FTE and student head count.

- b. COVID-19 Update. Dr. Conston reported that TCC’s faculty and staff responded quickly and efficiently in transitioning to remote learning. The Office of Information Systems (OIS) department worked diligently to ensure faculty had the needed resources to facilitate on-line teaching. However, many students did not have access to the internet. Therefore, the OIS staff designated hotspots at each campus so that students could drive up and connect to the colleges Wi-Fi. In addition, TCC’s computer club is continuing its refurbished computer program, giving students in need desktop computers that have been donated. Dr. Conston meets with her Cabinet twice a week to discuss a reopening plan as the college enters into phase one. Several Town Hall meetings were held for faculty, staff, and students. Also, the VCCS System office established a task force, “*Beyond the Pandemic*” to focus on the academic needs of the students and faculty.

- c. Joint Board Reception. The reception was scheduled for June 23, 2020. However, it will now be held on October 27, 2020.

12. Chair's Report & Announcements

- a. **Presidential Inauguration Update.** At the March board meeting, Ms. Free reported that Dr. Conston's inauguration was tentatively scheduled for October 23, 2020. However, it will be postponed to Spring 2021 due to the uncertainty around COVID-19 and the economic fallout.

- b. **Report on Board Nominating Committee.** Ms. Free invited Ms. Miles to give the report of the Nominating Committee. The committee, comprised of Lynn Clements, William Crow, Paulette Franklin-Jenkins, Charles Tysinger, and Ms. Miles as chair, met on March 24, 2020 to develop a slate of officers for 2020-22.

The committee voted unanimously to advance Cindy Free to a two-year term as board chair and Lynn Clements to a two-year term as board vice chair. Both terms will commence on July 1, 2020. Ms. Miles invited discussions, of which there were none. On a motion by Dr. Brown, seconded by Mr. Crow, the board elected the slate of officers.

- c. **Proposed 2020-21 Board Meeting Schedule.** The board reviewed the proposed 2020-21 board meeting schedule. After some discussion, the proposed September 8, 2020 date was changed to September 15, 2020. On a motion by Ms. Miles, seconded by Mr. Crow, the board approved the amended meeting schedule.

13. Adjournment

There being no further business to come before the board, Ms. Free adjourned the meeting at 5:38p.m.

Respectfully submitted,



Marcia Conston, Ph.D.
Secretary to the Board

APPROVAL

Cynthia (Cindy) S. Free
Chair

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TIDEWATER COMMUNITY COLLEGE BOARD

MEETING NO. 316

AUGUST 13, 2020

Meeting number three hundred sixteen of the Tidewater Community College Board was held via Zoom on Thursday, August 13, 2020. The meeting constituted the boards 2020-21 work session.

Members Present: Barry C. Brown
Lynn B. Clements
William (Bill) W. Crow
Cynthia (Cindy) S. Free
Kim McCallum
John D. Padgett
Jerome A. Bynum
Dr. Marcia Conston
Paulette D. Franklin-Jenkins
Mark Hugel
Delceno C. Miles
Charles A. Tysinger

Members Absent: James (Jay) N. Lucado

Others Present: Curtis K. Aasen, Vice President for Information Systems and Institutional Effectiveness
Marian Anderfuren, Vice President for Marketing & Communications
Matthew J. Baumgarten, Executive Director of Real Estate Foundation & Facilities
Elizabeth Briggs, Faculty Senate
Karen Campbell, Interim Vice President for Student Affairs
Latesha D. Johnson, Executive Assistant to the President
Sarah (Beth) Lunde, Associate Vice President for Human Resources
Heather McCraig, Interim Vice President for Finance
Tamara S. Williams, Interim Vice President for Workforce Solutions
Richie Windley, Chair of President's Advisory & Planning Council
Michelle W. Woodhouse, Vice President for Academic Affairs & Chief Academic Officer

1. Welcome and Call to Order

Ms. Free, chair, determined the presence of a quorum and called the meeting to order at 4:32 p.m.

2. Discuss Purpose of Work Session

Chairwoman Free stated that the purpose of the work session was to focus on the board's role within the context of the college's Strategic Plan; to effect communication as an advisory board representing the respective municipalities, and to reach consensus on board goals for 2020-21.

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a. **Discuss Proposed 2020-21 College Board Working Priorities**

Ms. Free provided an overview of the board's working priorities and addressed its importance relative to the college's priorities. Mr. Padgett suggested modifications to include enrollment as a top working priority because of its importance to the college. After some discussion, Chairwoman Free called for a motion on the proposed 2020-21 Working Priorities. On a motion by Ms. Miles, seconded by Mr. Crow, the board agreed to defer adoption of the working priorities until the September 15, 2020 board meeting.

3. **COVID-19**

Dr. Woodhouse provided an update on TCC's COVID-19 reopening plan. In June 2020, Governor Northam issued Higher Education Reopening Guidance for Virginia institutions of higher education to provide plans for offering in-person instruction and reopening its campuses for the 2020-21 academic year. TCC's plan consists of responses to four areas: 1) repopulation of campuses; 2) monitoring health conditions to detect infection; 3) containment to prevent spread of disease when detected; and 4) shutdown considerations if necessitated by severe conditions and/or public health guidance. Dr. Woodhouse noted that a college-wide team is taking several measures to safely repopulate campuses.

4. **Summer/Fall Enrollment**

Mr. Aasen reported that COVID-19 significantly impacted TCC's enrollment. The FTE and student headcount for 2020 Summer decreased -18.3% and -17.8% respectively. It was difficult to make a comparison for the Fall 2020 cumulative daily FTE enrollment because we did not run the enrollment cancellation report. The ratio of classes that were full was much smaller than in previous years. Therefore, not running the report allowed us to reward more scholarships and work with students to receive financial aid and secure classes.

5. **Enrollment Task Force**

Dr. Conston established an Enrollment Task Force to identify the internal and external factors impacting TCC's enrollment. The ETF members solicited the college community on improving enrollment and received 144 suggestions. They reviewed those suggestions and identified 20 themes to clearly understand the enrollment obstacles faced by our students. Dr. Campbell highlighted a few of the recommendations to include: 1) identify and remove unnecessary holds which impede the enrollment process, 2) centralize the coordination of and responsibility for all campaigns, 3) review scholarship disbursements and opportunities to ensure maximum dollars are awarded to students, 4) explore an option to include a five-week mini-term between fall and spring terms to target students who are home for winter break, and 5) investigate offering shorter-term classes and more 12-week classes. The ETF also made recommendations regarding technology.

To effectively implement the recommendations, Dr. Conston considered the organizational structure and created a new Dean of Enrollment Management position to focus on enrollment growth. She also created a Vice President for Student Affairs position to guide college-wide prospecting, onboarding, financial aid, domicile and advising efforts. To ensure consistency and streamline processes, Dr. Conston aligned student services with academic affairs by assigning

each student services dean responsibility for specified areas. A Strategic Enrollment Management Committee, chaired by the Dean of Enrollment Management, will continue to identify and explore enrollment growth strategies. Outreach initiatives include call campaigns, scholarships, and marketing.

6. President's Report

a. Staff Changes/Interim Appointments

Dr. Conston addressed the organizational structure changes to Academic & Student Affairs and Workforce. As such, effective July 1, 2020: Dr. Michelle Woodhouse was named Interim Vice President for Academic Affairs and Chief Academic Officer; Dr. Karen Campbell was named Interim Vice President for Student Affairs; and Ms. Tamara Williams was named Interim Vice President for Workforce. Under Dr. Campbell's leadership, a new structure was implemented to better serve our students. This new structure provides: clarity; direction; transparency; and a consistent and collaborative, college-wide approach to ensure that students have similar experiences at each campus.

b. Community College Workforce Council (CCWC)

The Community College Workforce Council, comprising of TCC, PDCC, and TNCC, was initiated by the Chancellor. This consortium will work with large corporations to develop a pipeline of students to fill skilled-labor workforce needs. Training contracts for VSRA and Huntington Ingalls Industry will be within the direct purview of the CCWC. An executive director will be hired to collaborate with the large industries. Dr. Conston noted the consortium will not take away from TCC's workforce initiatives. However, it will enhance the work that the college is doing.

c. College Convocation

Dr. Conston invited the board to attend the virtual Fall 2020 Convocation on Thursday, August 20 at 9:00 AM.

7. Chair's Report & Announcements

a. Information Packet

- The 2020-21 Standing Committees reflects the committee assignments and chairs.
- The 2020-21 Meeting Schedule/Upcoming Events reflects updates.
- The 2020-21 Board Membership Roster reflects updates to the board as it currently stands.

Ms. Free reminded the board of its next regularly scheduled meeting on Tuesday, September 15th at 4:30 p.m. via Zoom.

The Chancellor's Virtual Summit is October 14 & 15. Ms. Johnson will provide additional information soon.

8. Adjournment

There being no further business to come before the board, Ms. Free adjourned the meeting at 6:40 p.m.

Respectfully submitted,

Marcia Conston

Dr. Marcia Conston
Secretary to the Board

APPROVAL

Cindy S. Free
Chair of the Board

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TIDEWATER COMMUNITY COLLEGE BOARD
AGENDA ITEM

MEETING: September 15, 2020
COMMITTEE: Finance & Facilities Committee
AGENDA ITEM: Final Local Financial Statements for Year Ending June 30, 2020

BACKGROUND:

The final Local Fund Financial Statements for the year ending June 30, 2020 are presented for review.

STAFF RECOMMENDATION:

None. This item is for information only.

STAFF LIAISON:

Heather McCraig
Interim Vice President for Finance
HMccraig@tcc.edu
757-822-1738

TIDEWATER COMMUNITY COLLEGE
STUDENT ACTIVITIES BUDGET
July 1, 2019 - June 30, 2020

	Budget 2020	Revenues/ Expenditures	Encumbrances	Variance	% Realized
Fund Balance 7/1/19		\$ 1,290,309			
I. Revenues					
A. Student Activity Fee	\$ 985,932	\$ 1,005,133	\$ -	\$ (19,201)	102%
B. ID Card Replacements	15,000	8,100		6,900	54%
C. Miscellaneous Revenue	500			500	0%
Total Revenues	\$ 1,001,432	\$ 1,013,233	\$ -	\$ (11,801)	101%
Total Resources (Revenue & Fund Bal.)		\$ 2,303,542			
II. Expenditures					
A. Chesapeake Campus					
1. Student Government Association	\$ 1,786	\$ 750	\$ -	\$ 1,036	42%
2. Programming	22,511	16,178		6,333	72%
3. Student Organizations	8,641	7,233		1,408	84%
4. Recreational Sports	715	-		715	0%
5. Operating Expenses	715	130		585	18%
6. Contingency Fund	3,574	2,031		1,543	57%
Subtotal--Chesapeake Campus	\$ 37,942	\$ 26,322	\$ -	\$ 11,620	69%
B. Norfolk Campus					
1. Student Government Association	\$ 2,673	\$ 2,113	\$ -	\$ 560	79%
2. Programming	25,839	20,579		5,260	80%
3. Student Organizations	3,992	2,189		1,803	55%
4. Recreational Sports	3,564	3,458		106	97%
5. Operating Expenses	891			891	0%
6. Contingency Fund	891			891	0%
Subtotal--Norfolk Campus	\$ 37,850	\$ 28,339	\$ -	\$ 9,511	75%
C. Portsmouth Campus					
1. Student Government Association	\$ 2,673	\$ 2,218	\$ -	\$ 455	83%
2. Programming	36,531	17,928		18,603	49%
3. Student Organizations	3,992	3,100		892	78%
4. Contingency Fund	891	667		224	75%
Subtotal--Portsmouth Campus	\$ 44,087	\$ 23,913	\$ -	\$ 20,174	54%
D. Virginia Beach Campus					
1. Student Government Association	\$ 3,119	\$ 886	\$ -	\$ 2,233	28%
2. Programming	33,037	2,710		30,327	8%
3. Student Organizations	20,457	11,892		8,565	58%
Subtotal--Virginia Beach Campus	\$ 56,613	\$ 15,488	\$ -	\$ 41,125	27%
E. Student Activities--College-wide					
1. Visual Arts Center	\$ 2,829	\$ 2,578		\$ 251	91%
2. Women's Center	3,523	1,372		2,151	39%
3. Student Federation Council	3,720	2,718		1,002	73%
4. Intercultural Learning	14,791	3,246		11,545	22%
Subtotal--Student Activities--College-wide	\$ 24,863	\$ 9,914	\$ -	\$ 14,949	40%
F. Learning Assistance Fund					
1. Chesapeake	\$ 21,411	\$ 16,469	\$ -	\$ 4,942	77%
2. Norfolk	17,137	12,215		4,922	71%
3. Portsmouth	16,038	9,488		6,550	59%
4. Virginia Beach	53,460	53,149		311	99%
Subtotal--Learning Assistance Fund	\$ 108,046	\$ 91,321	\$ -	\$ 16,725	85%

	Budget 2020	Revenues/ Expenditures	Encumbrances	Variance	% Realized
G. Provosts' Contingency Fund					
1. Chesapeake	\$ 6,353	\$ 3,784	\$ -	\$ 2,569	60%
2. Norfolk	5,346	1,788		3,558	33%
3. Portsmouth	5,181	658		4,523	13%
4. Virginia Beach	4,455	885		3,570	20%
Subtotal--Provosts' Contingency Fund	\$ 21,335	\$ 7,115	\$ -	\$ 14,220	33%
H. Deans' Contingency Fund					
1. Chesapeake	\$ 4,054	\$ 755	\$ -	\$ 3,299	19%
2. Norfolk	9,427	1,204		8,223	13%
3. Portsmouth	4,455	2,356		2,099	53%
4. Virginia Beach	8,910	3,584		5,326	40%
Subtotal--Deans' Contingency Fund	\$ 26,846	\$ 7,899	\$ -	\$ 18,947	29%
I. Student Activities Identification System					
Equipment, Software, and Supplies	\$ 30,000	\$ 33,222		\$ (3,222)	111%
Subtotal--Student Activities Identification System	\$ 30,000	\$ 33,222	\$ -	\$ (3,222)	111%
Total Expenditures	\$ 387,582	\$ 243,533	\$ -	\$ 144,049	63%
III. Transfers					
A. Transfer to Student Center Budget	\$ 569,257	\$ 569,257	\$ -	\$ -	100%
Subtotal--Transfers	\$ 569,257	\$ 569,257	\$ -	\$ -	100%
Fund Balance 06/30/20		\$ 1,490,752			

Approved by the Local College Board on May 7, 2019

AVPF 07/13/20

**TIDEWATER COMMUNITY COLLEGE
INSTITUTIONAL AUXILIARY BUDGET
July 1, 2019 - June 30, 2020**

	Budget 2020	Revenues/ Expenditures	Encumbrances	Variance	% Realized
Fund Balance 7/1/2019		\$ 12,337,131			
I. Revenues					
A. Institutional Fee	\$ 2,822,472	\$ 2,804,567	\$ -	\$ 17,905	99%
B. Student Parking Sales	82,160	37,214		44,946	45%
C. Student HRT Pass Sales	75,010	58,743		16,267	78%
D. Miscellaneous Revenue	3,600	3,896,000	-	(3,892,400)	
Total Revenues	\$ 2,979,642	\$ 6,796,524	\$ -	\$ (3,813,282)	228%
Total Resources (Revenue & Fund Bal.)					
		\$ 19,133,655			
II. Expenditures					
A. Chesapeake Campus Parking Garage - Debt Service	\$ 1,640,600	\$ 1,638,929	\$ -	\$ 1,671	100%
B. Chesapeake Campus Parking Lot - Debt Service	335,125	329,561		5,564	98%
C. Chesapeake Parking Garage Operating Expenses					
1. Personnel	49,275	46,991		2,284	95%
2. Utilities	14,000	3,514		10,486	25%
3. Security					
4. General Maintenance	45,000	34,370		10,630	76%
D. College-wide Parking Lot Improvements	250,000	153,234		96,766	61%
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	76,320		6,480	92%
H. College-wide Beautification and Wayfinding				-	
Total Expenditures	\$ 2,718,890	\$ 2,489,149	\$ -	\$ 229,741	92%
Fund Balance 06/30/20					
		\$ 16,644,506			

Approved by the Local College Board on May 7, 2019

AVPF 07/13/20

TIDEWATER COMMUNITY COLLEGE
STUDENT CENTER BUDGET
July 1, 2019 - June 30, 2020

	Budget 2020	Revenues/ Expenditures	Encumbrances	Variance	% Realized
Fund Balance 7/1/19		\$ 18,646,627			
I. Revenues					
A. Auxiliary Capital Fee	\$ 7,539,480	\$ 7,647,525	\$ -	\$ (108,045)	101%
B. Transfer-In from Student Activities Budget	569,257	\$ 569,257		-	100%
C. Food Service Commission	19,633	19,633		-	
D. Miscellaneous Revenue	74,000	30,169		43,831	41%
E. Facility Use Fee				-	
Total Revenues	\$ 8,202,370	\$ 8,266,584	\$ -	\$ (64,214)	101%
Total Resources (Revenue & Fund Balance)					
		\$ 26,913,211			
II. Expenditures					
A. Bond Debt Service					
1. Student Center - Norfolk Campus	\$ 1,114,719	\$ 1,113,621	\$ -	\$ 1,098	100%
2. Student Center - Chesapeake Campus	1,164,194	1,133,551		30,643	97%
3. Student Center - Portsmouth Campus	1,082,472	1,089,947		(7,475)	101%
4. Student Center - Virginia Beach Campus	1,661,113	1,618,067		43,046	97%
Subtotal--Bond Debt Service	\$ 5,022,498	\$ 4,955,186	\$ -	\$ 67,312	99%
B. Norfolk Student Center					
1. General Operations					
a. Personnel	\$ 425,846	\$ 297,900	\$ -	\$ 127,946	70%
b. Operating Expenses	41,547	24,960		16,587	60%
Subtotal--General Operations	\$ 467,393	\$ 322,860	\$ -	\$ 144,533	69%
2. Facility Operations					
a. Utilities	105,000	78,623		26,377	75%
b. Security	60,000	35,431		24,569	59%
c. Custodial					
1. Personnel	113,300	111,710		1,590	99%
2. Expenditures	14,000	13,345		655	95%
d. General Maintenance					
1. Personnel	69,180	86,219		(17,039)	125%
2. Expenditures	66,000	58,734		7,266	89%
e. Insurance	7,696	7,606		90	99%
f. Network & Telecommunications	70,613	70,613		-	100%
Subtotal--Facility Operations	\$ 505,789	\$ 462,281	\$ -	\$ 43,508	91%
3. Food Services					
a. Equipment Mtce. & Replacement	\$ 21,000	\$ 9,664		\$ 11,336	46%
Subtotal--Food Services	\$ 21,000	\$ 9,664	\$ -	\$ 11,336	46%
Subtotal--Norfolk Student Center	\$ 994,182	\$ 794,805	\$ -	\$ 199,377	80%
C. Chesapeake Student Center					
1. General Operations					
a. Personnel	\$ 407,650	\$ 324,852		\$ 82,798	80%
b. Operating Expenses	94,092	43,442		50,650	46%
Subtotal--General Operations	\$ 501,742	\$ 368,294	\$ -	\$ 133,448	73%

	Budget 2020	Revenues/ Expenditures	Encumbrances	Variance	% Realized
2. Facility Operations					
a. Utilities	110,000	74,163		35,837	67%
b. Security	40,000	25,799		14,201	64%
c. Custodial					
1. Personnel	110,000	121,098		(11,098)	110%
2. Expenditures	14,000	8,443		5,557	60%
d. General Maintenance					
1. Personnel	66,869	33,987		32,882	51%
2. Expenditures	66,000	51,773		14,227	78%
e. Insurance	8,449	8,349		100	99%
f. Network & Telecommunications	61,556	61,556		-	100%
Subtotal--Facility Operations	\$ 476,874	\$ 385,168	\$ -	\$ 91,706	81%
3. Food Services					
a. Equipment Mtce. & Replacement	\$ 11,950	\$ 4,288		\$ 7,662	36%
Subtotal--Food Services	\$ 11,950	\$ 4,288	\$ -	\$ 7,662	36%
Subtotal--Chesapeake Student Center	\$ 990,566	\$ 757,750	\$ -	\$ 232,816	76%
D. Portsmouth Student Center					
1. General Operations					
a. Personnel	\$ 421,912	\$ 344,887	\$ -	\$ 77,025	82%
b. Operating Expenses	55,025	39,106		15,919	71%
Subtotal--General Operations	\$ 476,937	\$ 383,993	\$ -	\$ 92,944	81%
2. Facility Operations					
a. Utilities	110,000	38,222		71,778	35%
b. Security	50,000	32,122		17,878	64%
c. Custodial					
1. Personnel	110,000	98,812		11,188	90%
2. Expenditures	14,000	3,451		10,549	25%
d. General Maintenance					
1. Personnel	72,001	31,863		40,138	44%
2. Expenditures	66,000	33,947		32,053	51%
e. Insurance	8,276	8,179		97	99%
f. Network & Telecommunications	73,463	73,463		-	100%
Subtotal--Facility Operations	\$ 503,740	\$ 320,059	\$ -	\$ 183,681	64%
3. Food Services					
a. Equipment Mtce. & Replacement	\$ 18,000	\$ 12,980		\$ 5,020	72%
Subtotal--Food Services	\$ 18,000	\$ 12,980	\$ -	\$ 5,020	72%
Subtotal--Portsmouth Student Center	\$ 998,677	\$ 717,032	\$ -	\$ 281,645	72%
E. Virginia Beach Student Center					
1. General Operations					
a. Personnel	\$ 554,002	\$ 453,368	\$ -	\$ 100,634	82%
b. Operating Expenses	56,005	36,153		19,852	65%
Subtotal--General Operations	\$ 610,007	\$ 489,521	\$ -	\$ 120,486	80%

	Budget 2020	Revenues/ Expenditures	Encumbrances	Variance	% Realized
2. Facility Operations					
a. Utilities	155,000	16,644		138,356	11%
b. Security	45,000	25,935		19,065	58%
c. Custodial					
1. Personnel	175,000	170,963		4,037	98%
2. Expenditures	18,000	14,798		3,202	82%
d. General Maintenance					
1. Personnel	109,764	127,853		(18,089)	116%
2. Expenditures	85,000	35,410		49,590	42%
e. Insurance	12,423	12,276		147	99%
f. Network & Telecommunications	76,193	76,193		-	100%
Subtotal--Facility Operations	\$ 676,380	\$ 480,072	\$ -	\$ 196,308	71%
3. Food Services					
a. Equipment Mtce. & Replacement	\$ 21,000	\$ 10,712		\$ 10,288	51%
Subtotal--Food Services	\$ 21,000	\$ 10,712	\$ -	\$ 10,288	51%
Subtotal--Virginia Beach Student Center	\$ 1,307,387	\$ 980,305	\$ -	\$ 327,082	75%
Total Expenditures	\$ 9,313,311	\$ 8,205,078	\$ -	\$ 1,108,233	88%
III. Capital Maintenance Reserve	\$ 1,000,000	\$ 1,000,000		\$ 1,000,000	0%
Fund Balance 06/30/20		\$ 17,708,133			

Approved by the Local College Board on May 7, 2019

AVPF 07/10/20

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

TIDEWATER COMMUNITY COLLEGE
AUXILIARY SERVICES BUDGET
July 1, 2019 - June 30, 2020

	Budget 2020	Revenue/ Expenditures	Encumbrances	Variance	% Realized
Fund Balance 7/1/19		\$ 10,701,571			
I. Revenues					
A. Bookstore	\$ 1,195,065	\$ 578,978	\$ -	\$ 616,087	48%
B. Vending					
1. Exclusive Beverage Contract	66,000	65,136		864	99%
2. Vending - CRH	35,121	18,452		16,669	53%
C. Food Service - Joint-Use Library	4,523	1,542		2,981	34%
D. Municipal Support	24,000	24,000		-	100%
E. Interest Earnings	550,000	798,262		(248,262)	145%
F. Miscellaneous Revenue	10,000	7,696		2,304	77%
Total Revenues	\$ 1,884,709	\$ 1,494,066	\$ -	\$ 390,643	79%
Total Resources (Revenue & Fund Bal.)		\$ 12,195,637	\$ -		
II. Expenditures					
A. Operating Expenses					
1. Banking Costs	\$ 6,000	\$ 1,733	\$ -	\$ 4,267	29%
2. Miscellaneous Expenses	1,000			1,000	0%
3. Joint-Use Library Food Service Equipment	7,000	727		6,273	10%
Subtotal - Operating Expenses	\$ 14,000	\$ 2,460	\$ -	\$ 11,540	18%
B. Faculty/Staff Parking	\$ 430,000	\$ 315,371	\$ -	\$ 114,629	73%
C. College Community Events	\$ 15,000	\$ -	\$ -	\$ 15,000	0%
D. Financial Aid Adjustments	\$ 14,000	\$ (18,648)	\$ -	\$ 32,648	-133%
E. Auxiliary Service Operations					
1. Personnel	\$ 165,500	\$ 135,116	\$ -	\$ 30,384	82%
2. General Operating Costs	6,000	1,276		4,724	21%
3. Equipment/Software/Installation	35,000	31,264		3,736	89%
4. StormCard Marketing	10,000	1,250		8,750	13%
5. Child Care Subsidy					
Subtotal - Auxiliary Service Operations	\$ 216,500	\$ 168,906	\$ -	\$ 47,594	78%
F. Community Support					
1. College Board	\$ 2,500	\$ 1,348	\$ -	\$ 1,152	54%
2. President	15,000	9,075		5,925	61%
3. Vice Presidents and Directors					
a. Exec. Vice President for Academic & Student Affairs & Chief Academic Officer	6,000	2,037		3,963	34%
b. Vice President for Finance	6,000	1,223		4,777	20%
c. Vice President for Information Systems/ Director of Institutional Effectiveness	6,000	516		5,484	9%
d. Vice President for Institutional Advancement	6,000	240		5,760	4%
e. Vice President for Workforce Services	6,000	860		5,140	14%
f. Executive Director of TCC Real Estate Foundation/ Chief Operating Officer for Facilities & Public Safety	6,000	2,868		3,132	48%
4. Campus Provosts					
a. Chesapeake	6,000	1,299		4,701	22%
b. Norfolk	6,000	2,723		3,277	45%
c. Portsmouth	6,000	4,229		1,771	70%
d. Virginia Beach	12,000	6,021		5,979	50%
5. Community Outreach	27,000			27,000	0%
6. Contingencies	3,500			3,500	0%
Subtotal - Community Support	\$ 114,000	\$ 32,439	\$ -	\$ 81,561	28%

	Budget 2020	Revenue/ Expenditures	Encumbrances	Variance	% Realized
G. Deans' Discretionary Aid Fund					
1. Chesapeake	\$ 5,000	\$ 2,679	\$ -	\$ 2,321	54%
2. Norfolk	5,000	4,380		620	88%
3. Portsmouth	5,000	4,123		877	82%
4. Virginia Beach	10,000	7,047		2,953	70%
Subtotal - Deans' Discretionary Aid Fund	\$ 25,000	\$ 18,229	\$ -	\$ 6,771	73%
Subtotal- Expenditures	\$ 828,500	\$ 518,757	\$ -	\$ 309,743	63%
III. Student Financial Assistance					
A. TCC Scholarships & Awards					
1. Art Scholarships	\$ 15,000	\$ 10,000	\$ -	\$ 5,000	67%
2. Student Study Abroad Scholarships	15,500			15,500	0%
3. Culinary Match Program	3,000	750		2,250	25%
4. Martin Luther King Scholarship	5,621	3,892		1,729	69%
5. Military Scholarships	28,103	22,385		5,718	80%
6. ROTC Scholarships	13,489	741		12,748	5%
7. High School Scholarships					
a. Chesapeake	78,687	69,166		9,521	88%
1. LaVonne P. Ellis Scholarship	11,241	11,241		0	100%
b. Norfolk	56,205	39,642		16,563	71%
1. John T. Kavanaugh Scholarship	11,241	11,241		0	100%
c. Portsmouth	22,482	17,178		5,304	76%
1. Lee B. Armistead Scholarship	11,241	11,241		0	100%
d. Suffolk (Northern)	11,241			11,241	0%
e. Virginia Beach	101,169	65,058		36,111	64%
1. Stanley Waranch Scholarship	11,241	11,241		0	100%
2. Dorcas T. Helfant-Browning Scholarship	11,241	11,241		0	100%
3. Thomas H. Wilson Scholarship	11,241	11,241		0	100%
Subtotal - TCC Scholarships & Awards	\$ 417,942	\$ 296,258	\$ -	\$ 121,684	71%
Total Expenditures & Student Financial Assistance	\$ 1,246,442	\$ 815,015	\$ -	\$ 431,428	65%
Fund Balance 06/30/2020		\$ 11,380,622			

AVPF 07/13/20

TIDEWATER COMMUNITY COLLEGE BOARD
AGENDA ITEM

MEETING: September 15, 2020
COMMITTEE: Finance & Facilities Committee
AGENDA ITEM: Routine Local Financial Statements for Month Ending July 31, 2020

BACKGROUND:

The routine Local Fund Financial Statements for the month ending July 31, 2020 are presented for review.

STAFF RECOMMENDATION:

None. This item is for information only.

STAFF LIAISON:

Heather McCraig
Interim Vice President for Finance
HMcCraig@tcc.edu
757-822-1738

TIDEWATER COMMUNITY COLLEGE
STUDENT ACTIVITIES BUDGET
July 1, 2020 - July 31, 2020

	Budget 2021	Revenues/ Expenditures	Encumbrances	Variance	% Realized
Fund Balance 7/1/20		\$ 1,490,752			
I. Revenues					
A. Student Activity Fee	\$ 787,607	\$ 34,528	\$ -	\$ 753,079	4%
B. ID Card Replacements	10,000	20		9,980	0%
C. Miscellaneous Revenue	500			500	0%
Total Revenues	\$ 798,107	\$ 34,548	\$ -	\$ 763,559	4%
Total Resources (Revenue & Fund Bal.)		\$ 1,525,300			
II. Expenditures					
A. Chesapeake Campus					
1. Student Government Association	\$ 1,515	\$ -	\$ -	\$ 1,515	0%
2. Programming	15,000		650	14,350	4%
3. Student Organizations	2,000			2,000	0%
4. Recreational Sports	250			250	0%
5. Operating Expenses	250			250	0%
6. Contingency Fund	1,500			1,500	0%
Subtotal--Chesapeake Campus	\$ 20,515	\$ -	\$ 650	\$ 19,865	3%
B. Norfolk Campus					
1. Student Government Association	\$ 1,200	\$ -	\$ -	\$ 1,200	0%
2. Programming	16,215	2,000	2,393	11,822	27%
3. Student Organizations	1,000		980	20	98%
4. Recreational Sports	1,500			1,500	0%
5. Operating Expenses	500			500	0%
6. Contingency Fund	100			100	0%
Subtotal--Norfolk Campus	\$ 20,515	\$ 2,000	\$ 3,373	\$ 15,142	26%
C. Portsmouth Campus					
1. Student Government Association	\$ 1,000	\$ -	\$ -	\$ 1,000	0%
2. Programming	18,000		625	17,375	3%
3. Student Organizations	1,000			1,000	0%
4. Contingency Fund	515			515	0%
Subtotal--Portsmouth Campus	\$ 20,515	\$ -	\$ 625	\$ 19,890	3%
D. Virginia Beach Campus					
1. Student Government Association	\$ 500	\$ -	\$ -	\$ 500	0%
2. Programming	20,644			20,644	0%
3. Student Organizations	15,000			15,000	0%
Subtotal--Virginia Beach Campus	\$ 36,144	\$ -	\$ -	\$ 36,144	0%
E. Student Activities--College-wide					
1. Visual Arts Center	\$ 2,100	\$ -	\$ -	\$ 2,100	0%
2. Women's Center	2,301			2,301	0%
3. Student Federation Council	3,000			3,000	0%
4. Intercultural Learning	10,500		462	10,038	4%
Subtotal--Student Activities--College-wide	\$ 17,901	\$ -	\$ 462	\$ 17,439	3%
F. Learning Assistance Fund					
1. Chesapeake	\$ 15,416	\$ -	\$ -	\$ 15,416	0%
2. Norfolk	\$ 12,339			12,339	0%
3. Portsmouth	\$ 11,547			11,547	0%
4. Virginia Beach	38,491			38,491	0%
Subtotal--Learning Assistance Fund	\$ 77,793	\$ -	\$ -	\$ 77,793	0%

	Budget 2021	Revenues/ Expenditures	Encumbrances	Variance	% Realized
G. Provosts' Contingency Fund					
1. Chesapeake	\$ 4,574	\$ -	\$ -	\$ 4,574	0%
2. Norfolk	3,849			3,849	0%
3. Portsmouth	3,730			3,730	0%
4. Virginia Beach	3,208			3,208	0%
Subtotal--Provosts' Contingency Fund	\$ 15,361	\$ -	\$ -	\$ 15,361	0%
H. Deans' Contingency Fund					
1. Chesapeake	\$ 2,919	\$ -	\$ -	\$ 2,919	0%
2. Norfolk	6,787			6,787	0%
3. Portsmouth	3,208			3,208	0%
4. Virginia Beach	6,415		2,973	3,442	46%
Subtotal--Deans' Contingency Fund	\$ 19,329	\$ -	\$ 2,973	\$ 16,356	15%
I. Student Activities Identification System					
Equipment, Software, and Supplies	\$ 33,000	\$ -	\$ -	\$ 33,000	0%
Subtotal--Student Activities Identification System	\$ 33,000	\$ -	\$ -	\$ 33,000	0%
Total Expenditures	\$ 261,073	\$ 2,000	\$ 8,083	\$ 250,990	4%
III. Transfers					
A. Transfer to Student Center Budget	\$ 512,331	\$ 42,694	\$ -	\$ 469,637	8%
Subtotal--Transfers	\$ 512,331	\$ 42,694	\$ -	\$ 469,637	8%
Fund Balance 07/31/20		\$ 1,480,606			

**TIDEWATER COMMUNITY COLLEGE
INSTITUTIONAL AUXILIARY BUDGET
July 1, 2020 - July 31, 2020**

	Budget 2021	Revenues/ Expenditures	Encumbrances	Variance	% Realized
Fund Balance 7/1/2020		\$ 16,644,506			
I. Revenues					
A. Institutional Fee	\$ 2,254,719	\$ 81,579	\$ -	\$ 2,173,140	4%
B. Student Parking Sales	52,119			52,119	0%
C. Student HRT Pass Sales	56,250	130		56,120	0%
D. Miscellaneous Revenue	3,600			3,600	0%
Total Revenues	\$ 2,366,688	\$ 81,709	\$ -	\$ 2,281,379	3%
Total Resources (Revenue & Fund Bal.)					
		\$ 16,726,215			
II. Expenditures					
A. Chesapeake Campus Parking Garage - Debt Service	\$ 1,640,600	\$ 1,347,818	\$ -	\$ 292,782	82%
B. Chesapeake Campus Parking Lot - Debt Service	335,125	304,100		31,025	91%
C. Chesapeake Parking Garage Operating Expenses					
1. Personnel	49,275			49,275	0%
2. Utilities	10,000	477		9,523	5%
3. Security					
4. General Maintenance	40,000	5,536	22,213	12,251	69%
D. College-wide Parking Lot Improvements	200,000		92,049	107,951	46%
E. Hampton Roads Transit (HRT) Passes	186,210		57,450	128,760	31%
F. Student Parking	69,990		19,320	50,670	28%
G. Visual Arts Center Parking Lease	76,500		-	76,500	0%
H. College-wide Beautification and Wayfinding	2,500,000	1,040	3,318	2,495,643	0%
Total Expenditures	\$ 5,107,700	\$ 1,658,971	\$ 194,350	\$ 758,737	85%
Fund Balance 07/31/20					
		\$ 15,067,244			

TIDEWATER COMMUNITY COLLEGE
STUDENT CENTER BUDGET
July 1, 2020 - July 31, 2020

	Budget 2021	Revenues/ Expenditures	Encumbrances	Variance	% Realized
Fund Balance 7/1/20		\$ 17,708,133			
I. Revenues					
A. Auxiliary Capital Fee	\$ 6,156,317	\$ 249,221	\$ -	\$ 5,907,096	4%
B. Transfer-In from Student Activities Budget	512,331	42,694		469,637	8%
C. Food Service Commission	34,000			34,000	
D. Miscellaneous Revenue	72,500			72,500	0%
E. Facility Use Fee				-	
Total Revenues	\$ 6,775,148	\$ 291,915	\$ -	\$ 6,483,233	4%
Total Resources (Revenue & Fund Balance)					
		\$ 18,000,048			
II. Expenditures					
A. Bond Debt Service					
1. Student Center - Norfolk Campus	\$ 1,110,600	\$ 934,236	\$ -	\$ 176,364	84%
2. Student Center - Chesapeake Campus	1,233,530	968,120		265,410	78%
3. Student Center - Portsmouth Campus	1,091,639	935,868		155,771	86%
4. Student Center - Virginia Beach Campus	1,759,134	1,380,245		378,889	78%
Subtotal--Bond Debt Service	\$ 5,194,903	\$ 4,218,469	\$ -	\$ 976,434	81%
B. Norfolk Student Center					
1. General Operations					
a. Personnel	\$ 311,522		\$ -	\$ 311,522	0%
b. Operating Expenses	25,000		549	24,451	2%
Subtotal--General Operations	\$ 336,522	\$ -	\$ 549	\$ 335,973	0%
2. Facility Operations					
a. Utilities	100,000	3,001	-	96,999	3%
b. Security	58,000		19,525	38,475	34%
c. Custodial					
1. Personnel	116,000		-	116,000	0%
2. Expenditures	9,208		2,969	6,239	32%
d. General Maintenance					
1. Personnel	53,723			53,723	0%
2. Expenditures	46,750	838	20,964	24,948	47%
e. Insurance	7,700			7,700	0%
f. Network & Telecommunications	35,942	2,995		32,947	8%
Subtotal--Facility Operations	\$ 427,323	\$ 6,834	\$ 43,458	\$ 377,031	12%
3. Food Services					
a. Equipment Mtce. & Replacement	\$ 18,900	\$ 127	\$ 14,880	\$ 3,893	79%
Subtotal--Food Services	\$ 18,900	\$ 127	\$ 14,880	\$ 3,893	79%
Subtotal--Norfolk Student Center	\$ 782,745	\$ 6,961	\$ 58,887	\$ 716,897	8%
C. Chesapeake Student Center					
1. General Operations					
a. Personnel	\$ 311,254		\$ -	\$ 311,254	0%
b. Operating Expenses	50,000	167	2,387	47,446	5%
Subtotal--General Operations	\$ 361,254	\$ 167	\$ 2,387	\$ 358,700	1%

	Budget 2021	Revenues/ Expenditures	Encumbrances	Variance	% Realized
2. Facility Operations					
a. Utilities	110,000	5,272	-	104,728	5%
b. Security	40,000		11,405	28,595	29%
c. Custodial					
1. Personnel	120,362			120,362	0%
2. Expenditures	12,000		4,028	7,972	34%
d. General Maintenance					
1. Personnel	53,768			53,768	0%
2. Expenditures	46,750	1,907	17,756	27,087	42%
e. Insurance	8,400			8,400	0%
f. Network & Telecommunications	34,686	2,891		31,796	8%
Subtotal--Facility Operations	\$ 425,966	\$ 10,070	\$ 33,189	\$ 382,708	10%
3. Food Services					
a. Equipment Mtce. & Replacement	\$ 10,755		\$ 9,040	\$ 1,715	84%
Subtotal--Food Services	\$ 10,755	\$ -	\$ 9,040	\$ 1,715	84%
Subtotal--Chesapeake Student Center	\$ 797,975	\$ 10,237	\$ 44,616	\$ 743,123	7%
D. Portsmouth Student Center					
1. General Operations					
a. Personnel	\$ 313,630		\$ -	\$ 313,630	0%
b. Operating Expenses	29,766		655	29,111	2%
Subtotal--General Operations	\$ 343,396	\$ -	\$ 655	\$ 342,741	0%
2. Facility Operations					
a. Utilities	110,000	2,363	-	107,637	2%
b. Security	50,400		15,238	35,162	30%
c. Custodial					
1. Personnel	118,379			118,379	0%
2. Expenditures	8,500		2,100	6,400	25%
d. General Maintenance					
1. Personnel	50,717			50,717	0%
2. Expenditures	46,750	1,193	11,437	34,120	27%
e. Insurance	8,250			8,250	0%
f. Network & Telecommunications	40,045	3,337		36,708	8%
Subtotal--Facility Operations	\$ 433,041	\$ 6,893	\$ 28,775	\$ 397,373	8%
3. Food Services					
a. Equipment Mtce. & Replacement	\$ 16,200		\$ 12,360	\$ 3,840	76%
Subtotal--Food Services	\$ 16,200	\$ -	\$ 12,360	\$ 3,840	76%
Subtotal--Portsmouth Student Center	\$ 792,637	\$ 6,893	\$ 41,790	\$ 743,954	6%
E. Virginia Beach Student Center					
1. General Operations					
a. Personnel	\$ 406,704		\$ -	\$ 406,704	0%
b. Operating Expenses	30,300	167	10,102	20,031	34%
Subtotal--General Operations	\$ 437,004	\$ 167	\$ 10,102	\$ 426,735	2%

	Budget 2021	Revenues/ Expenditures	Encumbrances	Variance	% Realized
2. Facility Operations					
a. Utilities	45,745		-	45,745	0%
b. Security	45,300		1,408	43,892	3%
c. Custodial					
1. Personnel	189,000		-	189,000	0%
2. Expenditures	11,333		3,668	7,665	32%
d. General Maintenance					
1. Personnel	90,491			90,491	0%
2. Expenditures	60,208	329	13,415	46,464	23%
e. Insurance	12,350			12,350	0%
f. Network & Telecommunications	35,890	2,991	-	32,899	8%
Subtotal--Facility Operations	\$ 490,317	\$ 3,320	\$ 18,491	\$ 468,506	4%
3. Food Services					
a. Equipment Mtce. & Replacement	\$ 18,900		\$ 16,450	\$ 2,450	87%
Subtotal--Food Services	\$ 18,900	\$ -	\$ 16,450	\$ 2,450	87%
Subtotal--Virginia Beach Student Center	\$ 946,221	\$ 3,487	\$ 45,043	\$ 897,691	5%
Total Expenditures	\$ 8,514,481	\$ 4,246,047	\$ 190,336	\$ 4,078,098	52%
III. Capital Maintenance Reserve	\$ 1,000,000			\$ 1,000,000	0%
Fund Balance 07/31/20		\$ 13,754,002			

Capital Maintenance Reserve Fund	
FY14-FY20	\$ 8,500,000

TIDEWATER COMMUNITY COLLEGE
AUXILIARY SERVICES BUDGET
July 1, 2020 - July 31, 2020

	Budget 2021	Revenue/ Expenditures	Encumbrances	Variance	% Realized
Fund Balance 7/1/20		\$ 11,380,622			
I. Revenues					
A. Bookstore	\$ 684,000		\$ -	\$ 684,000	0%
B. Vending					
1. Exclusive Beverage Contract	55,000			55,000	0%
2. Vending - CRH	14,400			14,400	0%
C. Food Service - Joint-Use Library	3,000			3,000	0%
D. Municipal Support	24,000			24,000	0%
E. Interest Earnings	468,000	7,114		460,886	2%
F. Miscellaneous Revenue	7,000			7,000	0%
Total Revenues	\$ 1,255,400	\$ 7,114	\$ -	\$ 1,248,286	1%
Total Resources (Revenue & Fund Bal.)		\$ 11,387,736	\$ -		
II. Expenditures					
A. Operating Expenses					
1. Banking Costs	\$ 5,000		\$ 2,645	\$ 2,355	53%
2. Miscellaneous Expenses	1,000		-	1,000	0%
3. Joint-Use Library Food Service Equipment	4,000		3,850	150	96%
Subtotal - Operating Expenses	\$ 10,000	\$ -	\$ 6,495	\$ 3,505	65%
B. Faculty/Staff Parking	\$ 320,000		\$ 11,492	\$ 308,508	4%
C. College Community Events	\$ 15,000	\$ -	\$ -	\$ 15,000	0%
D. Financial Aid Adjustments	\$ 10,000		\$ -	\$ 10,000	0%
E. Auxiliary Service Operations					
1. Personnel	\$ 172,455		\$ -	\$ 172,455	0%
2. General Operating Costs	5,000		296	4,704	6%
3. Equipment/Software/Installation	35,000			35,000	0%
4. StormCard Marketing	4,000			4,000	0%
5. Child Care Subsidy					
Subtotal - Auxiliary Service Operations	\$ 216,455	\$ -	\$ 296	\$ 216,159	0%
F. Community Support					
1. College Board	\$ 2,500		\$ -	\$ 2,500	0%
2. President	15,000	21	967	14,012	7%
3. Vice Presidents and Directors					
a. Exec. Vice President for Academic & Student Affairs & Chief Academic Officer	6,000		347	5,653	6%
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			6,000	0%
e. Vice President for Workforce Services	6,000		228	5,772	4%
f. Executive Director of TCC Real Estate Foundation/ Chief Operating Officer for Facilities & Public Safety	6,000		1,076	4,924	18%
4. Campus Provosts					
a. Chesapeake	6,000			6,000	0%
b. Norfolk	6,000		652	5,348	11%
c. Portsmouth	6,000		197	5,803	3%
d. Virginia Beach	12,000			12,000	0%
5. Community Outreach	27,000			27,000	0%
6. Contingencies	3,500			3,500	0%
Subtotal - Community Support	\$ 114,000	\$ 21	\$ 3,467	\$ 110,512	3%

	Budget 2021	Revenue/ Expenditures	Encumbrances	Variance	% Realized
G. Deans' Discretionary Aid Fund					
1. Chesapeake	\$ 5,000		\$ -	\$ 5,000	0%
2. Norfolk	5,000			5,000	0%
3. Portsmouth	5,000	107	193	4,700	6%
4. Virginia Beach	10,000	810	1,989	7,201	28%
Subtotal - Deans' Discretionary Aid Fund	\$ 25,000	\$ 917	\$ 2,182	\$ 21,901	12%
Subtotal- Expenditures	\$ 710,455	\$ 938	\$ 23,932	\$ 685,585	4%
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	5,576			5,576	0%
5. Military Scholarships	28,103			28,103	0%
6. ROTC Scholarships	13,489			13,489	0%
7. High School Scholarships					
a. Chesapeake	67,446			67,446	0%
1. LaVonne P. Ellis Scholarship	11,151			11,151	0%
2. Terri N. Thompson Scholarship	11,151			11,151	0%
b. Norfolk	56,205			56,205	0%
1. John T. Kavanaugh Scholarship	11,151			11,151	0%
c. Portsmouth	22,482			22,482	0%
1. Lee B. Armistead Scholarship	11,151			11,151	0%
d. Suffolk (Northern)	11,151			11,151	0%
e. Virginia Beach	101,169			101,169	0%
1. Stanley Waranch Scholarship	11,151			11,151	0%
2. Dorcas T. Helfant-Browning Scholarship	11,151			11,151	0%
3. Thomas H. Wilson Scholarship	11,151			11,151	0%
Subtotal - TCC Scholarships & Awards	\$ 417,178	\$ -	\$ -	\$ 417,178	0%
Total Expenditures & Student Financial Assistance	\$ 1,127,633	\$ 938	\$ 23,932	\$ 1,102,763	2%
Fund Balance 07/31/2020		\$ 11,386,798			

TIDEWATER COMMUNITY COLLEGE BOARD
AGENDA ITEM

MEETING: September 15, 2020
COMMITTEE: Finance & Facilities Committee
AGENDA ITEM: Final Financial Report for 2019-20

BACKGROUND:

The Commonwealth of Virginia operates on a July – June fiscal year. Following is the college's final financial report for FY20.

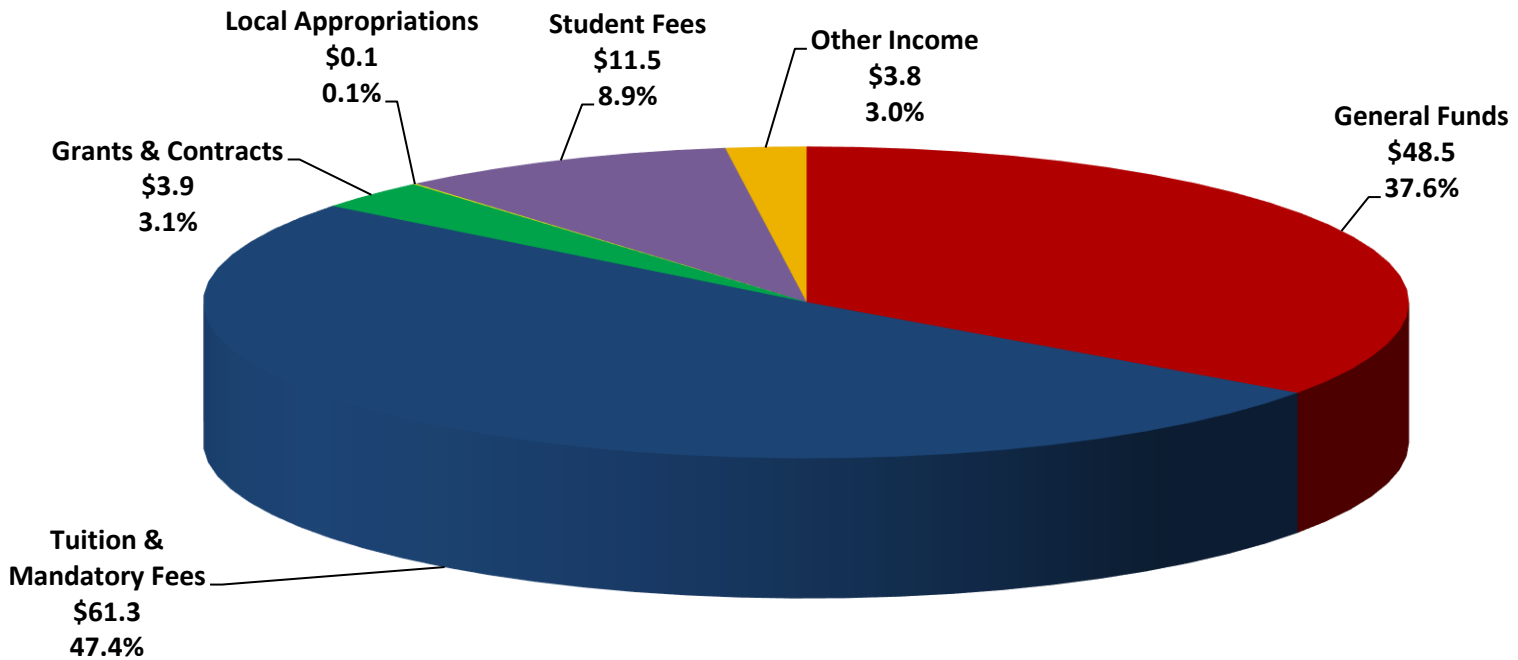
STAFF RECOMMENDATION:

None. This item is for information only.

STAFF LIAISON:

Heather McCraig
Interim Vice President for Finance
HMcCraig@tcc.edu
757-822-1738

TIDEWATER COMMUNITY COLLEGE Revenues 2019-20¹ \$129.1 Million



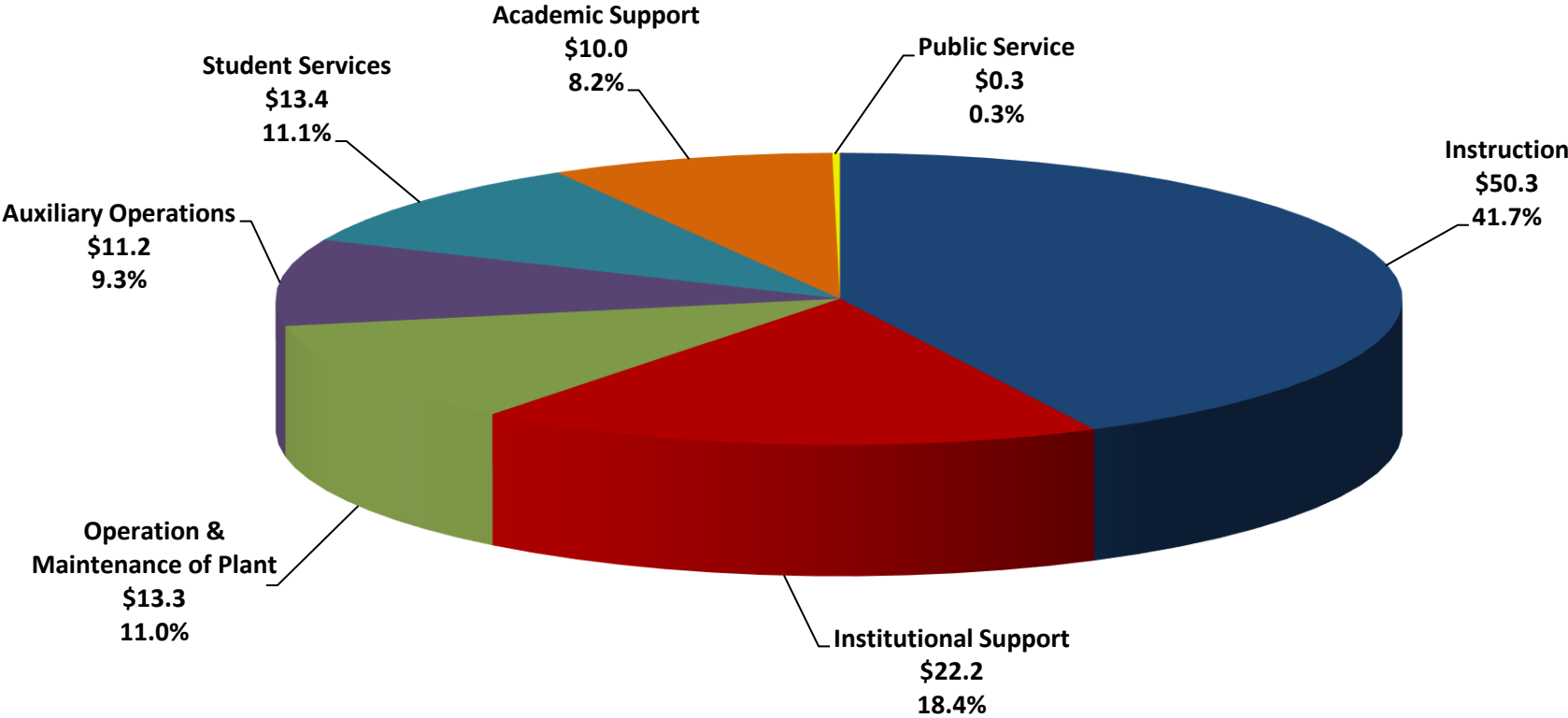
Does not include \$5,982,625 in CARES Act Funds distributed directly to students.

In Millions

¹As of June 30, 2020

IVPF 8/17/2020

TIDEWATER COMMUNITY COLLEGE
Expenditures
2019-20¹
\$120.7 Million



In Millions

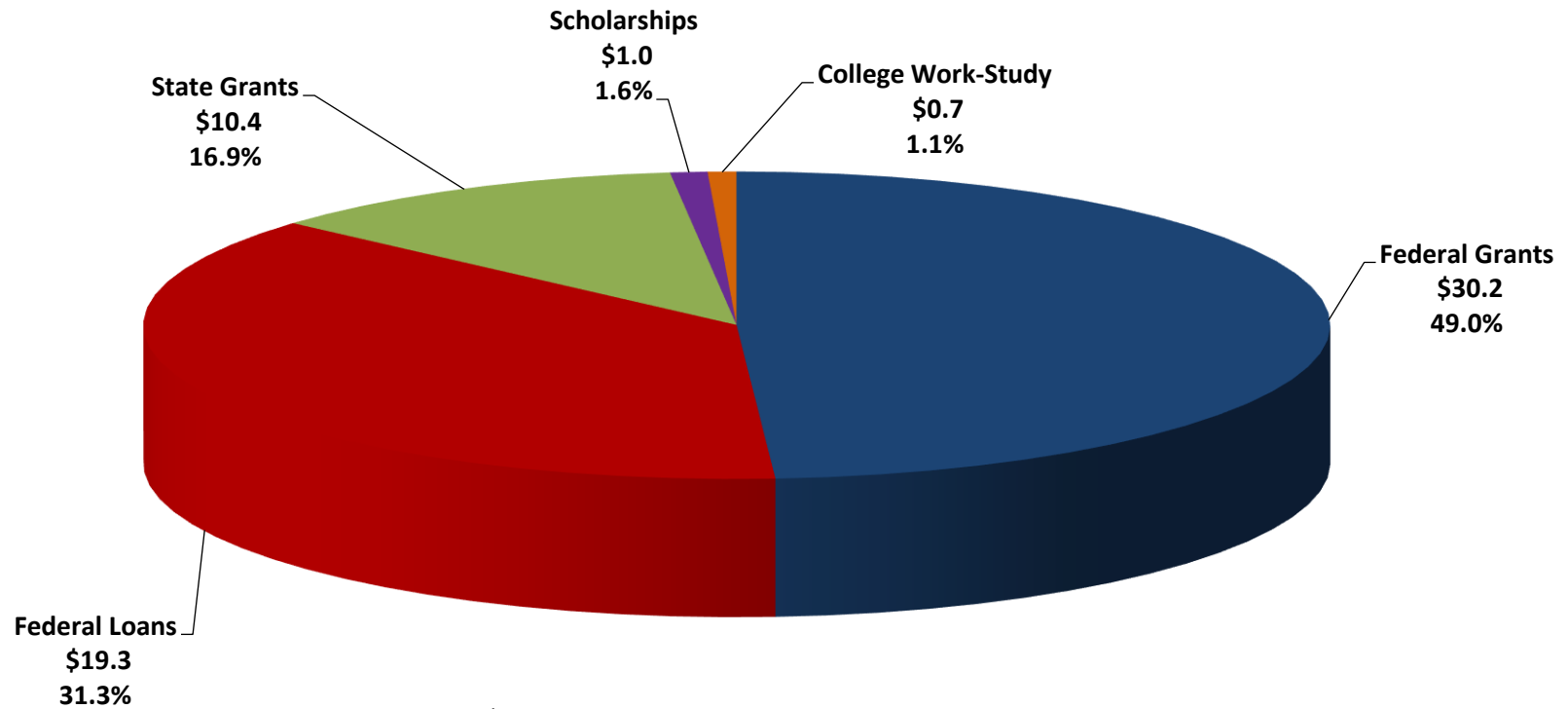
¹As of June 30, 2020

TIDEWATER COMMUNITY COLLEGE

Financial Aid

2019-20¹

\$61.6 Million



Does not include \$5,982,625 in CARES Act Funds distributed directly to students.

In Millions

¹As of June 30, 2020

IVPF 8/17/2020

TIDEWATER COMMUNITY COLLEGE BOARD
AGENDA ITEM

MEETING: September 15, 2020
COMMITTEE: Finance & Facilities Committee
AGENDA ITEM: State Operating Budget for 2020-21

BACKGROUND:

The Commonwealth of Virginia operates on a July – June fiscal year. Following is an overview of the college’s state operating budget for FY21.

STAFF RECOMMENDATION:

None. This item is for information only.

STAFF LIAISON:

Heather McCraig
Interim Vice President for Finance
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**TIDEWATER COMMUNITY COLLEGE
STATE OPERATING BUDGET FOR 2020-2021**

REVENUES		2020-2021	
	GENERAL FUNDS	46,609,843	
	TUITION REVENUE ADJUSTMENT/ENROLLMENT/OTHER	51,539,811	Note 1
	WORKFORCE SOLUTIONS	2,000,000	
	CARES ACT - INSTITUTIONAL FUNDING	5,999,978	Note 2
	EQUIPMENT TRUST FUND	2,050,696	
	RESERVE/CARRYFORWARD	13,000,000	Note 3
	TOTAL REVENUES EXPECTED	121,200,329	
EXPENDITURES - PERSONNEL SERVICES			
	PERSONNEL SERVICES		
	TEACHING FACULTY	18,000,000	
	ADMINISTRATIVE & PROFESSIONAL FACULTY	8,760,000	
	CLASSIFIED	18,124,000	
	ADJUNCT/OVERLOAD/SUMMER PAY	13,800,000	
	WAGE EMPLOYEES	4,700,000	
	WORKFORCE SOLUTIONS	1,550,000	
	REALLOCATION, SICK/ANNUAL LEAVE/SEVERANCE	300,000	
	FRINGES	21,943,000	
	VACANCY	(2,000,000)	
	TOTAL PERSONNEL SERVICES	85,177,000	
EXPENDITURES - OPERATING			
	CHESAPEAKE CAMPUS		
	STUDENT SERVICES	61,311	
	ENGINEERING, SCIENCE, & MATH PATHWAY	250,556	
	MANUFACTURING & TRANSPORTATION PATHWAY	53,672	
	NORFOLK CAMPUS		
	STUDENT SERVICES	74,658	
	ARTS & HUMANITIES PATHWAY	64,748	
	BUSINESS, COMPUTER SCIENCE & IT PATHWAY	91,102	
	ROPER THEATER	191,678	
	PORTSMOUTH CAMPUS		
	STUDENT SERVICES	52,677	
	MARITIME & SKILLED TRADES PATHWAY	159,944	
	NURSING PATHWAY	42,361	
	SOCIAL SCIENCE & EDUCATION PATHWAY	4,933	
	VIRGINIA BEACH CAMPUS		
	STUDENT SERVICES	97,539	
	ADVANCED TECHNOLOGY CENTER	404,402	
	JOINT-USE LIBRARY	506,043	
	HEALTH PROFESSIONS PATHWAY	269,556	
	PUBLIC & PROFESSIONAL SERVICES PATHWAY	75,207	
	CAMPUS AND CENTER TOTALS	2,400,387	
	OTHER OPERATING		
	ACADEMIC AFFAIRS	672,453	
	STUDENT AFFAIRS	531,697	
	SAFETY & SECURITY	2,787,115	
	FACILITIES MANAGEMENT	4,790,090	
	FINANCE	43,827	
	HUMAN RESOURCES	374,109	
	INFORMATION SYSTEMS	2,626,161	
	INSTITUTIONAL ADVANCEMENT	1,747,976	
	INSTITUTIONAL EFFECTIVENESS	30,387	
	OFFICE OF THE PRESIDENT	15,550	
	OTHER FIXED COSTS	2,375,993	
	WORKFORCE	1,000,000	
	PROFESSIONAL DEVELOPMENT	348,500	
	DUAL ENROLLMENT	2,300,000	
	VCCS SHARED SERVICES	1,194,609	
	OTHER OPERATING TOTAL	20,838,467	
	TOTAL BUDGETED EXPENDITURES	108,415,854	
	RESERVE/CARRYFORWARD BALANCE	12,784,475	

Note 1: Reflects a 13.3% decrease in enrollment and no tuition increase.

Note 2: Reflects funding from the Federal CARES Act - Institutional Award to TCC.

Note 3: Reflects reserve/carryforward dollars from FY19-20.

TIDEWATER COMMUNITY COLLEGE BOARD

Proposed 2020-21 WORKING PRIORITIES

1. Assess avenues for increasing enrollment and revenue efforts with various boards and college leadership and activate a plan and timeline for improvements.
2. Support the President's priorities and goals with respect to completing her performance evaluation according to the appropriate timelines set forth in the policy and procedure manual.
3. Enhance communication and strategic engagement among board members and the college leadership emphasizing pathways and workforce development.
4. Ensure board and committee meetings are effective through collaboration, preparation, participation and feedback.
5. Identify and be responsive to the needs of our region with involvement and participation in TCC's activities.
6. Support the TCC Educational Foundation and serve as champions for the cause, and through connections build the TCC network of individuals and businesses with the same aspirations towards TCC's interests.
7. Support the College's heightened focus on student success and the Institutional Priorities within these unprecedented times.
8. Advocate for the College by developing and maintaining relationships with elected officials, school districts and business partners.
9. Complete an annual review of the TCCB policy and procedure manual and assess need for any revisions or updates under the direction of the President.
10. Build and foster relationships with State Board members and advocate for matters at the state board level that support the success of TCC and its students.