

TIDEWATER COMMUNITY COLLEGE BOARD

MEETING No. 317

SEPTEMBER 15, 2020

Meeting number three hundred seventeen of the Tidewater Community College Board was held via Zoom on Thursday, September 15, 2020.

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
James (Jay) N. Lucado
Delceno C. Miles
Charles A. Tysinger

Members Absent: Mark Hugel

Others Present: Curtis K. Aasen, Vice President for Information Systems and Institutional Effectiveness
Matthew J. Baumgarten, Executive Director of Real Estate Foundation & Facilities
Kim Bovee, Director of Planning & Accountability
Karen Campbell, Interim Vice President for Student Affairs
Sarah DiCalogero, Faculty Senate
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, Interim 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., and welcomed guests.

2. Program Highlight

Dr. Conston invited Dr. Kim Bovee to present on Strategic Planning as the featured program highlight.

TCC's strategic plan, "*One College One Voice*" expired in 2018. Dr. DeCinque, the interim president, asked the Office of Institutional Effectiveness to postpone creating a new strategic plan until the permanent president was selected. That decision allowed time for an institutional scanning process. This process is a swat analysis that focuses internally and externally. A small focus group of stakeholders across the college gathered to review institutional mandates, capacity, processes, capability, areas for improvement, economy, technology, social, environmental, emerging industries, and competitors and partners. Phase 1 session was launched in March and April of 2019 with seven focus groups. During the Fall, they conducted 63 scans that consisted of 23 faculty and staff, 130 students, and 25 alumni, board members, community and K-12 teachers. These focus groups determined several scanning consensus themes to include: college culture, customer service, community engagement, innovate and modernize-leverage technology, and communication.

Soon after Dr. Conston started working at the college, she promptly moved to hold a President's Cabinet Retreat to discuss TCC's Strategic Plan. The president had three goals: 1) identify institutional values, 2) create strategic directions, and 3) establish a vision statement. After much discussion, the Cabinet identified community, innovation, equity and inclusion, empathy, integrity, and accountability as the six core values. Dr. Bovee further shared the next steps and noted a full launch in Fall 2021.

3. Adoption of Consent Agenda

Ms. Free 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. Miles, seconded by Mr. Crow, the board approved the consent agenda as presented.

4. Approval of Action Items on Consent Agenda

Referring to Tabs 4a and 4b of the meeting packet, the board approved Meeting Minutes #315 for May 12, 2020 and Meeting Minutes #316 for August 13, 2020.

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. Final Local Financial Statements for Year Ending June 30, 2020. At the invitation of Mr. Lucado, Ms. McCraig provided the final local financial statements for year ending June 30, 2020. She highlighted balances with the student activities budget (\$1.4 million), institutional auxiliary budget (\$16.6 million), student center budget (\$17.7 million), and the auxiliary services budget (\$11.3 million). The capital maintenance reserve fund is \$7.5 million. Local investments and contributions from Chesapeake, Norfolk, Portsmouth, and Virginia Beach remained as expected.

b. Routine Local Financial Statements for Year Ending July 31, 2020. Ms. McCraig provided the routine local financial statements for the month ending July 31, 2020. Due to the timing

of bond payments for parking garage and lot, and certain encumbrances charged on an annual basis, the revenues were low and the expenditures were high. Local investments and contributions from Chesapeake, Norfolk, Portsmouth, and Virginia Beach remained as expected. The average yield on investments of \$46.1 million earned \$89,466.

- c. Final Financial Report for 2019-20. Ms. McCraig noted revenues for 2019-20 are \$129.1 million, which represents tuition & mandatory fees, grants & contracts, local appropriations, student fees, general funds and other income. It does not include CARES Act Funds distributed directly to students. Expenditures remained at \$127.0 million. Financial Aid is \$61.6 million for 2019-20. This also does not include CARES Act Funds distributed directly to students. Federal grants, state grants, and scholarships represent free aid that goes to students.
- d. State Operating Budget- Fiscal Year 2020-21. The State Operating Budget currently has a \$12.8 million reserve. The college anticipates further budget/general fund reductions and plans to use the carryforward to offset those reductions in FY22.
- e. Performance-based Funding. Mr. Aasen provided an update on Performance-based funding for FY2021. VCCS performance funding is based on metrics and points, which includes: ten measures of student success; three categories of entry, retention & progression, and completion; colleges earn “points” based on weighted number of successful students; greater number of successful students results in more points earned; and colleges compete against each other based on total points earned.

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

- a. Nothing to report.

8. Educational Foundation Liaison Report – Ms. Delceno Miles

Ms. Miles reported that the Educational Foundation Board had a successful retreat in August. The board’s focus has now shifted to scholarship funding for the Fast Forward programs to include: commercial driver’s licenses—classes A & B; information security; healthcare programs, and skilled trades.

9. Real Estate Liaison Report – Mr. John Padgett

Mr. Padgett shared that the Real Estate Foundation Board retreat is scheduled for October 29. He noted that the board has worked diligently on some fairly significant objectives over the last month. At Mr. Padgett’s invitation, Mr. Baumgarten reported that the Environmental Protection Agency (EPA) celebrated its 50th anniversary this year. As such, the administrator, Andrew Wheeler, visited the Suffolk property as a part of the EPA’s public relations campaign to tour the 975-acre Nansmond Ordnance Depot site. A week after the visit, the EPA and Army Corp came to a consensus and signed a record of decision for one of the areas of concerns on the east side of the property.

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

- a. Nothing to report.

11. President's Report

- a. Scholarships. Dr. Conston provided an update on scholarships. Staff executed an intense push to award scholarships and increase enrollment. The Fall 2020 scholarship fund balance was \$595,408. To date, 516 scholarships were offered to students, with \$462,098 in total awards. In comparison to Fall 2019, there was an 77% increase in applicants, 151% increase in applications, and a 76% in dollars awarded. To cover 100% of financial need, 15% of applicants supplemented scholarships with student loans. The more TCC is able to award scholarships, the less likely students will get loans and incur debt. Dr. Conston noted the college will focus on awarding scholarships very early in the year to avoid student loan debt.
- b. Chancellor's Retreat/Annual Meeting of the Boards. Dr. Conston informed the board that the Chancellor's Annual Meeting of the Boards, originally scheduled for October 13, will not be held this year. In addition, she apprised the board that this year's Chancellor's Retreat has been re-envisioned as a three-part series on racial justice called "*Razing our Monuments: The Race of Equity*." A live summit will be held on October 14-15, where college leaders will engage via Zoom in conversations about race, diversity, equity, and inclusion.

12. Chair's Report & Announcements

- a. Discuss & Adopt Proposed 2020-21 College Board Working Priorities. Ms. Free and Ms. Clement suggested a modification to the proposed priorities to include "*assess avenues for increasing enrollment and revenue efforts with various boards and college leadership and activate a plan and timeline for improvements*". On a motion by Ms. Miles, seconded by Ms. Franklin-Jenkins, the board approved the 2020-2021 College Board Working Priorities attached.

13. Adjournment

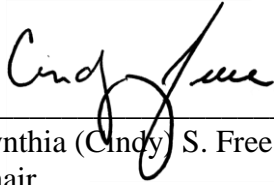
There being no further business to come before the board, Ms. Free adjourned the meeting at 5:41 p.m.

Respectfully submitted,



Marcia Conston, Ph.D.
Secretary to the Board

APPROVAL

A handwritten signature in black ink, appearing to read "Cindy Free". The signature is written in a cursive style with a large, looping initial "C".

Cynthia (Cindy) S. Free
Chair