

# TIDEWATER COMMUNITY COLLEGE BOARD

AUGUST 12, 2021

4:00 P.M.

NORFOLK CAMPUS STUDENT CENTER

CINDY S. FREE, CHAIR  
PRESIDING

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## WORK SESSION AGENDA

1. Welcome and Call Meeting to Order
2. Introduce State Board Member – Ms. Terri Thompson
3. Introduce New Board Members – Ms. Lindsey Anderson, Mr. Ron Green, Dr. Kirk Houston
4. Discuss Purpose of Work Session
  - a. Discuss & Adopt Proposed 2021-22 College Board Working Priorities (**attached, for action**)
5. 2021-22 Committee Assignments
  - a. Review 2021-22 Standing Committees (**attached**)
6. Contents of Information Packet
  - a. 2021-22 Meeting Schedule (**attached**)
  - b. 2021-22 Board Membership Roster
7. Review & Amend Section 1.2 of the Tidewater Community College Board Policies and Procedures Manual and Sections 1.5 and 4.3 of the By-laws (**attached, for action**)
8. Approval of Action Item on Consent Agenda (All items(s) under the Consent Agenda are enacted by one motion). (Attachment(s))
  - a. Resolution Honoring Mark A. Hugel (**attached, for action**)
9. President's Report
  - a. Cabinet Updates – Mr. Aasen, Dr. Campbell, Ms. Hardiman, Ms. Williams, and Dr. Woodhouse
  - b. College Convocation
10. Chair's Report & Announcements
  - a. September College Board Meeting
11. Adjournment

# TIDEWATER COMMUNITY COLLEGE BOARD

## **PROPOSED** 2021-22 WORKING PRIORITIES

1. Align with the President and the college with their new strategic priorities, goals, and plan for Innovate 2026.
2. Make certain board members are prepared, participate, and engaged for board meetings.
3. Assist and collaborate with college leadership for increasing enrollment, student success, and align with the Institutional Priorities.
4. Assure TCC is responsive to the needs of our communities and stakeholders.
5. Work and communicate with State Board Members and assist the governing bodies.
6. Review and audit reports, revenues and budgets to ensure the financial security of the college.
7. Complete and submit the President's yearly evaluation with respect to her priorities and goals in the appropriate timelines.
8. Reinforce supporting the TCC Educational Foundation for building and fostering partners with our same goals.
9. Collaborate and review with the President any updates or revisions of the TCC policy and procedure manual.
10. Support the college by communicating with local officials on legislative matters.

# TIDEWATER COMMUNITY COLLEGE BOARD

## PROPOSED 2021-22 STANDING COMMITTEES

### **Executive Committee**

Cynthia (Cindy) S. Free, Board Chair  
Lynn B. Clements, Board Vice Chair  
Barry Brown, Chair – Curriculum & Student Development Committee  
Kim McCallum, Chair – Advocacy Committee  
James (Jay) N. Lucado, Chair – Finance & Facilities Committee  
Marcia Conston, President (*ex officio*)  
Latesha D. Johnson, Executive Assistant to the President (*board liaison & staff support*)

### **Finance & Facilities Committee**

James (Jay) N. Lucado, Chair  
Ron Green  
Delceno C. Miles  
Kirk Houston  
Cynthia (Cindy) Free, Board Chair (*ex officio*)  
Marcia Conston, President (*ex officio*)  
Heather McCraig, Vice President for Finance (*staff liaison*)

### **Curriculum, Workforce & Student Development Committee**

Barry Brown, Chair  
Lynn B. Clements  
Jerome Bynum  
Charles A. Tysinger  
Cynthia (Cindy) Free, Board Chair (*ex officio*)  
Marcia Conston, President (*ex officio*)  
Karen Campbell, Vice President for Student Affairs (*staff liaison*)  
Michelle Woodhouse, Vice President for Academic Affairs & Chief Academic Officer (*staff liaison*)  
Tamara Williams, Vice President for Workforce Solutions Center (*staff liaison*)

### **Advocacy Committee**

Kim McCallum, Chair  
William (Bill) W. Crow  
Lindsey Anderson  
Cynthia (Cindy) Free, Board Chair (*ex officio*)  
Marcia Conston, President (*ex officio*)  
Beth Lunde, Associate Vice President for Human Resources (*staff liaison*)

### **Educational and Real Estate Foundation Board Representatives**

Cynthia (Cindy) Free & Delceno Miles, TCCEF and Lynn Clements, TCCREF

# TIDEWATER COMMUNITY COLLEGE BOARD

## **PROPOSED** 2021-22 College Board Meeting Schedule

Tuesday	September 14, 2021	CANCELED
Tuesday	November 9, 2021	Student Center <b>Portsmouth Campus</b>
Tuesday	January 11, 2022	Workforce Solutions Center
Tuesday	March 8, 2022	Student Center <b>Chesapeake Campus</b>
Tuesday	May 10, 2022	Student Center <b>Virginia Beach Campus</b>
<b>Thursday</b>	August 11, 2022	Student Center <b>Norfolk Campus</b>
Tuesday	September 13, 2022	Student Center <b>Portsmouth Campus</b>
<b>Thursday</b>	November 10, 2022	Green District Administration Building

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### 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.

## 1.2 **Vision & Mission of College**

~~Tidewater Community College provides collegiate education and training to adults of all ages and backgrounds, helping them achieve their individual goals and contribute as citizens and workers to the vitality of an increasingly global community.~~

### **Vision**

To be our community's first choice for education, opportunity, partnership, and innovation.

### **Mission**

Tidewater Community College provides collegiate education and workforce training to individuals of all ages, helping them achieve their goals and contribute to the vitality of the regional and global community.

### COMMITMENTS THAT INFORM THE MISSION

~~Open access to high-quality, affordable education to prepare students for transfer to a four-year baccalaureate institution, as well as for entry or advancement in the workforce.~~

~~Cultural diversity as a critically important strength for students to meet the changing needs of a pluralistic, democratic society.~~

~~Lifelong learning to heighten the awareness of students to multiple paths for achievement while helping them pursue the choices most conducive to their individual needs.~~

~~Partnerships and proactive responsiveness to develop cutting-edge programs that meet the changing needs of students and industry, while contributing to the economic, civic, and cultural vitality of the region, the Commonwealth, the nation, and the international community.~~

~~A comprehensive range of programs and services recognized for excellence by leaders of business, industry, and government, and by educators in K-12 education and four-year colleges and universities.~~

### **Core Values**

**Teaching & Learning Excellence:** Provide students a path to academic achievement through active engagement, high academic expectations, and opportunities for exploration and curiosity.

***Diversity, Equity, & Inclusion:*** Create an environment in which policies, practices, and beliefs are grounded in the principle of fairness and that acknowledges structural racism, gender disparities, and systemic poverty while honoring the diversity of humanity.

***Community:*** Actively engage our stakeholders to design and deliver programs and services to support our students and the region.

***Innovation:*** Imagine and proactively apply new methods and creative solutions.

***Empathy:*** Engage in actions that promote personal well-being, social good, and trust by continually recognizing the interdependence of our students, employees, and community in a shared human experience.

***Integrity:*** Demonstrate truthfulness, transparency, and Strategic Directions stewardship through responsible actions and decisions.

***Accountability:*** Hold ourselves and each other responsible for fulfilling our obligations.

Section 1.5 Notice of Meetings. Whenever notice of a meeting is required to be given herein, such notice shall be given to each member of the College Board or committee, as the case may be, at ~~either the business or residence address~~ **the email address**, as shown by the records of the secretary, at least three working days prior to the meeting, and it shall state the time, place and purpose of such meeting. ~~If sent by United States mail, such notice shall be effective upon receipt.~~ If sent by email, such notice shall be the effective the date sent. Any member may waive notice of any meeting and the attendance of a member at a meeting shall constitute a waiver of notice of such meeting except where a member attends for the express purpose of objecting to the transaction of business thereat on the ground that the meeting is not lawfully called or convened.

Notice of emergency meetings shall be reasonable under the circumstances. Notice to the public shall be given contemporaneously with notice provided to College Board members.

**Tidewater Community College Board  
Policies & Procedures Manual  
College Board By-Laws**

Section 4.3 Amendments. These By-Laws may be amended, enlarged or repealed at any meeting of the College Board provided, however, at least ten days prior to such meeting, the Secretary of the College Board, or the Secretary's designee, shall ~~hand deliver or mail~~ **email** each member of the College Board, at the **email** address reflected in the books of the Secretary, a written copy of the proposed amendment, enlargement or repeal. Said written copy shall also state the reasons justifying the proposal, and the date and place for its consideration. At the meeting wherein, the proposal is considered by the College Board, the College Board shall have the authority and power to adopt the proposal in any form it shall then see fit, provided a quorum is present. Any member of the College Board may waive the right to the notice herein provided at any time and under such conditions as the member shall see fit.



## Resolution

**Whereas**, Mark A. Hugel was appointed by the Portsmouth City Council as a member of the Tidewater Community College Board on August 14, 2019, to fill an unexpired term through June 30, 2021; and,

**Whereas**, Mark A. Hugel provided his experience as a business person and community servant to his duties as a member of the Tidewater Community College Board; and,

**Whereas**, Mark A. Hugel served ably and diligently as a member of the Advocacy Committee from 2019 to 2021; and,

**Whereas**, Mark A. Hugel demonstrated outstanding devotion to all of his duties as a College Board member, including regular attendance at College Board meetings, College Commencements, community outreach initiatives and other college-related events and business; and,

**Whereas**, Mark A. Hugel was a passionate advocate for Tidewater Community College with Portsmouth City Council and with everyone with whom he spoke:

**Now, Therefore Be It Resolved** that the Tidewater Community College Board and College President, on behalf of the faculty, staff, and students, recognize the outstanding contributions, dedication, and exemplary service of Mark A. Hugel to the mission of Tidewater Community College and those it serves; and

**Be It Further Resolved** that a copy of this resolution be given to Mark A. Hugel with our warmest wishes, on this, the 30<sup>th</sup> day of September 2021 and that the resolution be recorded in the meeting minutes of the Tidewater Community College Board.

/s/

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Cynthia S. Free  
Chair, College Board

/s/

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Marcia Conston, Ph.D.  
President