

TIDEWATER COMMUNITY COLLEGE BOARD

MEETING NO. 322

AUGUST 12, 2021

Meeting number three hundred twenty-two of the Tidewater Community College Board was held on Thursday, August 12, 2021, in the Norfolk Campus Student Center. The meeting constituted the boards 2021-22 work session. Cindy S. Free, board chair, presided.

Members Present: Lindsey S. Anderson
Jerome A. Bynum
Dr. Marcia Conston
Cynthia (Cindy) S. Free
Dr. Kirk T. Houston, Sr.
Kim McCallum
Charles A. Tysinger
Dr. Barry C. Brown
Lynn B. Clements
William (Bill) W. Crow
Ron R. Green
James (Jay) N. Lucado
Delceno C. Miles

Members Absent: None

Others Present: Curtis K. Aasen, Vice President for Information Systems and Institutional Effectiveness
Karen Campbell, Vice President for Student Affairs
Rhonda D'Amore, Administrative Assistant to the President
Heather Hardiman, Vice President for Administration and Chief Financial Officer
Susan James, Chief Administrative Officer for the TCCEF
Sarah (Beth) Lunde, Associate Vice President for Human Resources
Tiffanye Sledge, Faculty Senate Chair
Tamara S. Williams, Vice President for Workforce Solutions
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 4:00 PM.

2. **Introduce State Board Member**

Ms. Terri Thompson, State Board member, was scheduled to attend the College Board Work Session. However, due to an unforeseen circumstance, she did not attend. Ms. Free stated that Ms. Thompson may be able join them at the November board meeting.

3. **Introduce New Board Members**

Ms. Free acknowledged the new College Board members. Dr. Houston, Mr. Green, and Ms. Anderson shared a little about themselves.

4. **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 2021-22.

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. Ms. Miles suggested that the college create a dashboard to measure the strategic directions for Innovate 2026. After some discussion, Chairwoman Free called for a motion on the proposed 2020-21 Working Priorities. On a motion by Mr. Crow, seconded by Mr. Bynum, the board agreed to adopt the working priorities.

5. **2021-22 Committee Assignments**

Ms. Free addressed the compilation of the 2021-22 standing committees. She noted the chairs and members for each committee, and also the representatives for the TCC Educational and Real Estate Foundation boards.

6. **Contents of Information Packet**

The 2021-22 meeting schedule reflected a cancellation for the September 14, 2021 College Board meeting. In addition, the 2021-22 board membership roster reflected updates to the board as it currently stands.

7. **Review & Amend Section 1.2 of the TCC Board Policies and Procedures Manual and Sections 1.5 and 4.3 of the by-laws**

One of the board's working priorities is to complete an annual review of the TCCB policy and procedures manual and assess need for any revisions or updates under the direction of the president. After some discussion, Mr. Crow suggested that emphasis be placed on workforce in addition to academic achievement. Dr. Conston noted that the board approved the strategic plan March 9, 2021. She also mentioned that community partnerships and workforce development is included in the strategic directions. Mr. Lucado suggested that the college considers removing the word "*academic*" in the teaching & learning excellence section of the core values when the strategic plan is updated. Chairwoman Free called for a motion on the proposed changes to the policies and procedures manual/by-laws. On a motion by Mr. Tysinger, seconded by Mr. Crow, the board agreed to approve modifications to sections 1.2, 1.5, and 4.3.

8. **Approval of Action Items on Consent Agenda**

Referring to item 8 on the agenda, the board approved the resolution honoring Mark. A. Hugel.

9. **President's Report**

a. Cabinet Updates:

Enrollment Update - Mr. Aasen shared a very positive summer enrollment update. The full-time equivalent (FTE) increased +10.6% and student headcount increased +2.4%. The rate for first-time in college students (FTIC) increased +116.5%. Mr. Aasen was excited to report that the college is seeing its first year-to-year headcount increase in 10 years! TCC finished at the top of the VCCS enrollment for summer 2021. The FTE and student headcount for fall 2021 decreased -5/1% and -5.6% respectively. However, FTIC increased +0.8%. TCC leads the VCCS in the distribution of G3 funds that were allocated to students.

Student Affairs Update – Dr. Campbell reported that the 44 Enrollment Task Force recommendations were implemented. The college has streamlined its onboarding from 6 to 3

processes, which includes inquiry form, enroll in a day, and 1:1 assistance. Open House was held August 7. There were 853 participants (474 prospective students) and faculty distributed 265 laptops to first time in college students. Dr. Campbell reported stats for student services.

Workforce Update – Despite COVID-19, Workforce Solutions increased its credentials—252 awarded compared to last year. Renovations at the Skilled Trades Academy are near completion. Workforce received \$832,000 in grants in one year, which included the GoVA grant. New partnerships included Tesla, City of Virginia Beach, Acoustical Sheet Metal, and others. Also, there are new projects on the horizon. The college will have its first mobile unit for training, which will be delivered in December. TCC partnered with Lyons Shipyard, who will train students in Norfolk. Workforce wants to ensure that students are able to progress from entry-level to advanced, stackable credentials. Ms. Williams and staff will also focus on strengthening the pipeline for Career and Technical Education (CTE) students. In addition, they will enhance work-based learning.

Academic Affairs Update - Dr. Woodhouse reported several 2020-21 highlights from Academic Affairs, which included: Diversity, Equity and Inclusion was the focal point at the Learning Institute; the college distributed over 250 instructional technologies to faculty who worked remotely; the Visual Arts Center was moved to the Norfolk Campus; healthcare students assisted with administering COVID-19 vaccines; the college loaned ventilators to support Sentara and Bon Secours during the pandemic; enrolled over 250 apprentices in HyFlex instructional classes on the Portsmouth campus; the college received \$14,845,329 in grant funding; TCC launched the first mini-mester session (3 week accelerated session); and Learn. Explore, Accelerate. Persevere (L.E.A.P.) was launched. Future initiatives include new faculty academy; compressed sessions; program prioritization/alignment; expanded dual enrollment offerings; and TCC Weekend Warrior.

Finance and Facilities Update – Ms. Hardiman provided an update on COVID related funding—student emergency grants. TCC received funding from three legislative packages as a result of COVID, which included the Coronavirus Aid, Relief, and Economic Security Act (CARES), Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA), and the American Recovery Plan (ARP). As a result, the college distributed \$43k to students through the Student Empowerment Center; \$6m to students who had a financial need in Fall 2020; and \$3.8m to student in Summer 2021. TCC looks forward to distributing the remaining \$25.9m next Fall and Spring. The Institutional funds were used for many college-wide initiatives/projects such as purchasing over 5,000 laptops for all FTIC students; student scholarships for tuition and fees; scholarships for Barnes & Noble bookstore; student wi-fi and hot spots; PPE for students and staff; offset college revenue loss, etc. Ms. Hardiman noted there are very strict rules and timelines on how the college can use the funds. To date, TCC has awarded nearly all of its G-3 funding allocations and significantly more than most other VCCS institutions. VP Hardiman lastly noted that there are multiple, ongoing initiatives to assist our students with child care.

b. **College Convocation**

Dr. Conston reminded the board of TCC's Fall 2021 Convocation that is scheduled for Thursday, August 19th at 8:30 AM in the student center at the Chesapeake campus.

7. **Chair's Report & Announcements**

- a. Chairwoman Free informed the board that the September College Board meeting is canceled due to scheduling conflicts.

The Joint Board Reception is September 30, 4:30 PM at the Norfolk campus student center.

The next College Board meeting is November 9, 4:00 PM at the Portsmouth campus student center.

Mr. Aasen asked the board members to complete a demographic data request form. All board members of state agencies for the Commonwealth of Virginia are required to complete this form.

8. **Adjournment**

There being no further business to come before the board, Ms. Free adjourned the meeting at 6:00 p.m.

Respectfully submitted,



Dr. Marcia Conston
Secretary to the Board

APPROVAL



Cindy S. Free
Chair of the Board