

TIDEWATER COMMUNITY COLLEGE BOARD

MEETING NO. 326

MARCH 8, 2022

Meeting number three hundred twenty-six of the Tidewater Community College Board was held at the Chesapeake Campus Student Center on Tuesday, March 8, 2022.

Members Present: Jerome A. Bynum
Dr. Marcia Conston
Cynthia (Cindy) S. Free
Dr. Kirk Houston
Delceno C. Miles
Lynn B. Clements
William W. Crow
Ron Green
James (Jay) Lucado
Charles A. Tysinger (via teleconference)

Members Absent: Lindsey S. Anderson, Dr. Barry C. Brown, Kim R. McCallum

Others Present: Curtis K. Aasen, Vice President for Information Systems and Institutional Effectiveness
Chris Bryant, Vice President of Institutional Advancement
Karen Campbell, Vice President for Student Affairs
Sarah DiCalogero, Chair of President's Advisory & Planning Council
Heather Hardiman, Vice President for Administration & Chief Financial Officer
Latesha D. Johnson, Executive Assistant to the President
Sarah (Beth) Lunde, Associate Vice President for Human Resources
Tiffanye Sledge, Chair of Faculty Senate
Jenefer Snyder, Associate Vice President
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 4:31 p.m., and welcomed guests.

Dr. Conston introduced the new Vice President of Institutional Advancement, Mr. Christopher (Chris) Bryant.

2. Program Highlight

Dr. Woodhouse introduced Dr. Snyder to present the program highlight featuring Learn. Explore. Accelerate. Persevere (L.E.A.P). The program supports and strives to create an environment grounded in the principle of fairness and prioritizes the success of our students to ensure they have the necessary resources to achieve their college and career goals. The program started in

the Summer of 2021 and provided recent high school graduates with the opportunity to get a head start and L.E.A.P into college. L.E.A.P is a program for college transfer courses. Students receive tuition scholarships; book stipends and laptops; focused student orientation; navigate early alert; intrusive communication and comprehensive advising. A total of 317 students enrolled in the Summer and Fall. In addition, 74% - 75% of the students completed courses with a C or better. A total of 4,263 credits were completed. Programs of interest included: General Studies; Science; Business Administration; Computer Science; Cyber Security; Engineering; and Social Sciences. Academic and Student Affairs will continue to provide students with the above-mentioned items, and also add 3-12 credits of transfer courses for Summer 2022.

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. Bynum, the board approved the consent agenda as proposed.

4. Approval of Action Items on Consent Agenda

Referring to tab 4a – 4c of the meeting packet, the board approved meeting minutes #325 for January 11, 2022; the proposal for Career Studies Certificate in Logistics; and the proposal for Career Studies Certificate in Organizational Leadership.

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

a. **Academic Affairs Update** – In the absence of Dr. Brown, Ms. Free called on Dr. Woodhouse to provide an update for Academic Affairs. Dr. Woodhouse shared that the Governor’s medallions are awarded to high school graduates who have proven academic excellence by simultaneously earning a high school degree and an Associate’s degree or General Education certificate at a Virginia community college. This year, TCC is awarding 52 medallions to students from the Portsmouth, Franklin, Virginia Beach, and Chesapeake Public Schools. The college has 94 dual enrolled students who will earn certificates in Electrical Wiring for Technicians; Collision Repair; Mechatronics; Maritime Welding; Welding; and Early Childhood, Preschool. Dr. Woodhouse reported that TCC was named as one of the Best Nursing Programs in Virginia—TCC’s Nursing program is a “Best Associate Degree in Nursing” and is ranked 11 out of 37 two-year degree programs in VA. The Nursing Pinning Ceremony will be held Friday, May 6, 2022 at TCC’s Portsmouth Campus. The Spring Commencement Exercise will be held Monday, May 9, 2022.

b. **Student Affairs Update** – Dr. Campbell provided a Student Affairs update. She reported that TimelyCare Telehealth is available for our students. It launched in January with 382 registrations—80% female and 153 visits. The date for World of Works changed to October 25-27, 2022 and will be held at TCC’s Chesapeake Campus Student Center. This event provides hands-on training to all Chesapeake 8th grade students. This will become an annual signature event. TCC has a partnership with James Madison University (JMU). We encourage non-admitted high school students to take advantage of the resources at TCC and to transfer to JMU at a later time. Dr. Campbell shared that Dr. Misty Lyon was hired as Dean of Enrollment Management. She has 20 years of experience working in higher education and joins us from Fayetteville Technical Community College. Lastly, the Virtual Enrollment Audit breaks down the enrollment process into seven categories that students complete virtually before the first of class. A “secret shopper” (i.e. an EAB researcher) attempts these

seven steps with a goal of getting as far through the college enrollment pipeline as possible guided solely by staff, students, or resources provided by the website and virtual communications. They informed Dr. Campbell it is very rare for them to get through the entire process. However, they were able to get through TCC's process.

- c. **Workforce Solutions Update** – Ms. Williams reported that TCC was awarded \$74,546 through the Stanley Black & Decker Challenge Impact Grant. The goal is to enroll 50 under-resourced students and women in the skilled trades. WeldNow pilot program launched in February. Students completed workforce readiness and are now completing hands-on training in the mobile unit at Lyon Shipyard. TCC expanded its CDL training March 4, adding additional sections every two weeks and increasing the capacity to serve in Hampton Roads.

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

- a. **Local Fund Financial Statements for Month Ending January 31, 2022** - At the invitation of Mr. Lucado, Ms. Hardiman provided local fund financial statements reflecting activity for seven months of the fiscal year. She highlighted revenues and expenditures respectively for the student activities budget (60% / 22%), institutional auxiliary budget (59% / 51%), student center budget (59% / 74%), and auxiliary services budget (30% / 41%). FY21-22 local investments and contributions from each city remained as expected. Investments of \$52.1 million earned \$222,916 since July 1.
- b. **Mid-Year Report on 2021-22 State Operating Budget** – The college's state budget continues to be in sound financial order. Revenues, including carryforward and HEERF-related funding, are anticipated to be \$130,366,768. Expenses, including personnel, are anticipated to cost \$115,518,782. The college is anticipating a carryforward balance at the end of the fiscal year, which will be used the following year in the event of an enrollment downturn or for unanticipated expenses.

7. **Advocacy Committee Report – Ms. Kim McCallum, Chair**

In the absence of Ms. McCallum, Ms. Lunde provided the committee report. She reported that the General Assembly Visit was very successful. Dr. Conston, board members, TCC staff, and students met with 7 senators and 12 delegates. The VCCS advocacy priorities were 1) expand nursing program capacity and enhance existing programs and 2) increase academic advising capacity system-wide. TCC's Nursing student, Angela Wood, stated *"I had a really incredible experience. It was a privilege to represent Tidewater Community College and the Beazley School of Nursing while speaking with delegates and senators of the Commonwealth of Virginia. It was an honor to advocate for nursing and nursing education at the decision-making level of our state government. Nursing is absolutely critical to the health and well-being of our communities. I hope this interaction will make some small difference in expanding the already top-notch nursing education available at TCC."*

8. **Educational Foundation Liaison Report – Ms. Delceno Miles**

Ms. Miles acknowledged Mr. Bryant, the new Vice President for Institutional Advancement. She reported that the Educational Foundation is continuing to identify potential new board members. A celebratory luncheon will be held at the Town Point Club to recognize outgoing board members. Dr. Conston's work with The Curtis Group is going well. They will continue to focus on new donors and stewardship of existing donors. The foundation remains focused on its primary

fundraising areas to provide scholarships for information technology; health careers; cybersecurity; skilled trades; and automotive & manufacturing technology. Dr. Conston has two additional capital fundraising initiatives to include the new Visual Arts Center in downtown Norfolk and the expansion of the Skilled Trades Academy in Portsmouth.

9. Real Estate Liaison Report – Ms. Lynn Clements

Ms. Clements reported that the Real Estate Foundation met on February 10, 2022 and adopted the amended bylaws at this meeting. A contract to purchase 3303 Airline Blvd., Unit 5A-C was approved. This is a 13,000 square foot space adjacent to the existing Skilled Trades Academy. The space will allow TCC to expand workforce development programs and closing is anticipated for July 2022. Design and construction/renovation of the HHVAC is moving forward. The estimated completion is Spring 2023. With the assistance of Jeff Zoekler of Hana Engineering and in conjunction with the Suffolk land partners, (Brookwood Capital Partners, Hampton Roads Sanitation Department, and City of Suffolk), the Real Estate Foundation is also moving forward with discussion with the Environmental Protection Agency (EPA), Former Nansemond Ordinance Depot (FNOD) and US Army Corp of Engineers (USACE) to “delist” a large portion of the Suffolk property which is on the National Property Line (NPL). The foundation continues to work with HRSD to develop a compensation proposal for the land easements required for the Sustainable Water Initiative for Tomorrow (SWIFT) project. The TCCREF development committee continues to move forward regarding rezoning, road alignment and other related factors to property development.

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

- a. Nothing to report.

11. President’s Report

- a. Proposed 2021-22 Emeritus Appointment Resolutions. Directing the board’s attention to Tab 11a of the meeting packet, Dr. Conston appointed four faculty and two classified staff to emeritus status, respectively:

- Emanuel Chestnut Jr., Dean of Student Support Services/Norfolk Campus Dean
- Jacquelyn A. Dessino, Librarian
- Dr. Anne M. Pinkerton, Professor of Biology
- Sarah S. Swager, Information Center Manager
- Cynthia J. Welch, Education Administrator II
- Kay M. Williams, Director of the Open Door Project

The appointments were vetted through the college’s formal policies and procedures governing emeritus status and comes with Dr. Conston’s endorsement. On a motion by Ms. Clements, seconded by Mr. Bynum, the board approved the appointments as presented.

- b. Spring Enrollment Update (w/ Mr. Aasen). Spring 2022 Full-time Equivalent (FTE) enrollment declined -1.9% and student headcount increased 3.0%. Key metrics included: dual enrollment (+22.4%); first-time-in-college students (+19.1%); average credits (-4.8%); and a fall-to-spring retention point change of +1.5. Enrollment for College-transfer, Career & Technical, and Workforce Training changed (-5.2%), (+9.0%), and (+35%) respectively.

Mr. Aasen presented a chart of the VCCS credit enrollment for Spring 2022, noting TCC's decline in FTE enrollment (-2.2%) and increase in student headcount (2.6%).

c. General Updates. Dr. Conston provided the following updates:

- TCC's new Visual Arts Center will be located in the Harbor Heights building in downtown Norfolk. The 37,000 square foot facility was purchased by the TCC Real Estate Foundation. Dr. Conston noted that the planned opening is Spring 2023 and she shared renderings of the facility.
- Dr. Conston met with the presidents of ODU and NSU to discuss a partnership for the School of Health Sciences program.
- Dr. Conston also shared that she had the opportunity to participate on a forum with Senator Tim Kaine and Congressman Bobby Scott regarding a Workforce Pell Grant and how it will impact our students.

12. Chair's Report & Announcements

- a. Continuation of the Presidential Evaluation Process. Ms. Free noted that the board will receive information to complete the College Board's assessment of the president's performance. Per section 2.15.4 of the College Board Policies & Procedures Manual, the president shall submit a self-evaluation to the board chair by March. Ms. Free will distribute the self-evaluation electronically to the full board and receive feedback and input by April 15th. By May 1st, the board's Executive Committee will meet with Dr. Conston to discuss her performance. Subsequent to the meeting, a signed letter will be forwarded to the Chancellor.
- b. Appointment of Board Nominating Committee –Ms. Free named Mr. Tysinger as chair, Ms. Anderson, Dr. Brown, Dr. Houston, and Ms. McCallum to serve on the nominating committee. She charged them to nominate officers as board chair and board vice chair for the period of 2022-24. The committee will reference section 2.1 of the board's *Policies and Procedures Manual-College w/By-Laws* in nominating candidates and to present their report at the May meeting.

13. Adjournment

Announcements

- For planning purposes, the colleges Spring Commencement is scheduled for Monday, May 9, 6:00 p.m. at the Chartway Arena.
- The next board meeting is May 10 at 4:00 p.m. in the Student Center on the Virginia Beach Campus.

There being no further business to come before the board, Ms. Free adjourned the meeting at 5:30 p.m.

Respectfully submitted,



Marcia Conston, Ph.D.
Secretary to the Board

APPROVAL


Cynthia (Cindy) S. Free
Chair