

TIDEWATER COMMUNITY COLLEGE BOARD

MEETING NO. 332

MARCH 14, 2023

Meeting number three hundred thirty-two of the Tidewater Community College Board was held at the Chesapeake Campus Student Center on Tuesday, March 14, 2023.

Members Present: Lindsey S. Anderson Dr. Barry Brown
Jerome A. Bynum Lynn B. Clements
Dr. Marcia Conston William W. Crow
Cynthia (Cindy) S. Free Dr. Kirk Houston
James (Jay) Lucado Kim R. McCallum
Charles A. Tysinger

Members Absent: Ron Green

Others Present: Curtis K. Aasen, Vice President for Information Systems and Institutional Effectiveness
Steve Borden, Director of Center for Military and Veterans Education
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
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. Clements, chair, determined the presence of a quorum and called the meeting to order at 4:05 p.m. and welcomed guests.

2. Program Highlight

Dr. Campbell introduced Mr. Borden to present the program highlight featuring the Center for Military and Veterans Education (CMVE). The CMVE has offices located at each campus and a presence at each of the three major southside Hampton Roads bases. Two principal functions for our military connected students include certification of benefits/institutional compliance with VA and DoD and military connected student engagement and outreach. CMVE enrollment strategies include select marquis community events; high schools JROTC support; honoring high school graduates entering the military; developing military student organizations beyond Students Veterans of America; Virginia National Guard "College First" and tuition assistance; and book assistance for tuition assistance and Chapter 35 students. Mr. Borden also shared retention

strategies that included: monitoring changes in tuition assistance and federal budget issues; networking: build student veteran community around academic goal cohorts; special guest and alumni visits with student veteran clubs; and veterans scholars project—piloting some special math sessions for military and veterans. The college partners with Commonwealth Challenge and the Transition Assistance Program. TCC was named Best for Vets 2022; #1 two-year college in the state; #2 in the Appalachian Region; and #15 in the nation.

3. Adoption of Consent Agenda

Ms. Clements inquired if there were requests to remove any item(s) from the consent agenda to the full agenda. Per the request, agenda item 4d “Proposed Increase in Auxiliary Capital Fee” was removed from the consent agenda for further discussion on the full agenda later in the meeting. Chairwoman Clements called for a motion on the amended consent agenda. On a motion by Mr. Crow, seconded by Dr. Brown, the board approved the amended consent agenda as presented.

4. Approval of Action Items on Consent Agenda

Referring to tab 4a – 4e of the meeting packet, the board approved meeting minutes #331 for January 10, 2023; the New Career Studies Certificate: Off-Shore Wind Energy Technician; the Discontinuance of: Graphic Design (Advertising Design) (514-01); Graphic Design (Digital Media) (514-05); and the TCC George B. Pass Building Easement.

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

a. **Academic Affairs Update** – Dr. Woodhouse highlighted academic retention efforts that involved faculty engagement and pathway initiatives:

- Learning Institute
- Tutoring – Face to Face / Online
- Center for Teaching Excellence – Professional Development Session
- Faculty Mentoring / New Faculty Academy
- Faculty Department Chair Training
- TCC Office of Grants & Sponsored Programs
- Scheduling Redesign
- Faculty Advising/Mentoring
- Year-Round Scheduling

Dr. Woodhouse also reported that the Virginia Department of Education, in conjunction with its Lab School Funding Evaluation Review Committee, has approved a Planning Grant in the amount of \$200,000. The Lab School at Oscar Smith Middle (OSM) will use a human-centered design thinking framework to infuse computer science into the IB Middle Years Program (MYP) curriculum. As part of the statewide Computer Science Lab School Network, the academy will administer through a partnership with Chesapeake Public Schools, Old Dominion University, and Tidewater Community College. Additionally, 60 students from across the district will be accepted into a full IB MYP incorporating eight IB areas (Language Acquisition, Language and Literature, Individuals and Societies, Sciences, Mathematics, Arts, Physical and Health Education, and Design) offered at OSM and open to all Chesapeake students in grades 6-8 through an application process. The curriculum is designed to prepare students for three tracks in high school: a career track, an IB track, and a dual enrollment track

with TCC. Dr. Woodhouse was excited to share that TCC won first place team in the Community College Division at the 2023 Commonwealth Cyber Fusion & Virginia Cyber Cup Competition in Lexington, VA.

- b. **Student Affairs Update** – Dr. Campbell reported that thirty-four attendees participated in the Start Here Community Outreach Program at Mary Pretlow Library on March 2. The next event will be held in Portsmouth at the Adult & Continuing Education Academy. Additional recruitment events include Virginia Beach Visit Day (April 11); Norfolk Visit Day (April 14); and Open House (April 27 – 4:00 pm – 7:00 pm). TCC is officially a Career Choice Educational Partner with Amazon. Career Choice pays 100% of tuition and fees (up to \$5,250 annually for full-time and \$2,625 for part-time). There is no lifetime limit for Amazon employees. They can pursue degrees for both internal and external job opportunities. The college also has a new partnership with ODU, the TCC-ODU Monarch Ready Program. Students who are denied entry to ODU are invited to enroll at TCC. Upon completion of 24 transferable credits and a minimum 2.5 GPA, students can then transfer to ODU. Benefits of the program include: (1) joint orientation to the program; (2) individualized co-advising; (3) support resources at both institutions; (4) access to ODU on-campus events; and (5) application fee waiver to re-apply to ODU. The College and Community Career Fair was a successful event. There were over 240 student and community participants and 70 employers. Dr. Campbell was proud to announce that TCC's student, Damien Twyman, was Virginia's 2023 New Century Transfer Pathway Scholar. He received the highest score in the state of Virginia and has a 4.0 GPA. He is a dual enrollment student in Virginia Beach, studying Engineering. He plans to transfer to a four-year college to pursue astrophysics and chemistry.
- c. **Workforce Solutions Update** –The Hampton Roads Workforce Council presented TCC with a \$75,000 donation to increase program offerings at the Skilled Trades Academy. TCC received a G3 Innovation Grant. The college has partnered with Trane which provides the NC3 industry credential for HVAC. Trane will provide a host of in-kind gifts to TCC to help with building out the colleges new HVAC lab. Ms. Williams reported that the Workforce Solutions Instructor Academy launched February 6.

6. Finance & Facilities Committee Report – Dr. Kirk Houston, Chair

- a. Local Fund Financial Statements for Month Ending January 31, 2023 - At the invitation of Dr. Houston, 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 (74% / 46%), institutional auxiliary budget (73% / 67%), student center budget (73% / 71%), and auxiliary services budget (121% / 24%). FY22-23 local investments and contributions from each city remained as expected. Investments of \$55 million earned \$712,361 since July 1, 2022.
- b. Mid-Year Report on 2022-23 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 \$125,185,367. Expenses, including personnel, are anticipated to cost \$122,907,269. 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

Ms. McCallum reported that the General Assembly Visit was very successful. Dr. Conston, board members, TCC staff, and students met with 6 senators and 9 delegates from our region. The VCCS advocacy priorities were 1) HIRE Virginia: VCCS plan to train 75,000 workers to fill open jobs; 2) Investment of \$250 million to help Virginia address critical workforce needs; and 3) thank legislators for the power of the G3 funding to date. Mr. Bryant shared photos of the General Assembly Visit.

8. Educational Foundation Liaison Report – Ms. Cynthia Free

The Educational Foundation had its first board meeting of the year on February 21. Mr. Bryant continues to engage board members in TCC and community events to include: Virginia Beach Offshore Wind Ribbon Cutting Ceremony (April 5); Academic Awards/Student Success Awards (April 27); Commencement (May 8); TCC Retiree Celebration Luncheon (June 9); Skilled Trades Academy Expansion Celebration (June 20); TCC Alumni Reception sponsored by TRUIST and The Miles Agency (TBD); Ribbon Cutting for the new Visual Arts and Design Center (September 21); and Joint Board Reception (TBD).

9. Real Estate Liaison Report – Dr. Kirk Houston

The Real Estate Foundation Board (REF) had a meeting on February 9. The new director of the Real Estate Foundation, Mr. Philip Page, Jr., was introduced. The finance committee recommended the adoption of the REF budget for 2023 as presented. The annual budget was approved. The board voted unanimously to accept Cavanaugh Nelson, PLC as the new Audit firm to provide Audit and Tax services to both the Real Estate and Educational Foundations. Dr. Conston noted that she will have someone to provide an update on the delisting project.

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

The business plan for the student centers was approved by the State Board for Community Colleges in May 2007. The business plan was built on a project annual FTE of 16,312; the college's 2021-22 annual FTE was 10,838. Operating costs have increased since 2007, employees have been granted salary and fringe benefit increases, inflation is impacting operational costs, and debt service payments typically are \$5 million annually. If enrollment does not improve, the debt payments will eventually decrease the fund balance to a precarious level. Ms. Hardiman recommended that the College Board recommend to the State Board for Community Colleges an increase of \$.50 per credit hour in its Auxiliary Capital Fee, effective Fall semester 2023. The \$.50 increase will complete the re-instatement of the one dollar decrease the college made effective Fall semester 2013 when it reduced the per credit hour fee from \$20 to \$19. The board approved the proposed Auxiliary Capital Fee Increase for fiscal year 2023-24.

11. President's Report

- a. Proposed 2022-23 Emeritus Appointment Resolutions. Directing the board's attention to Tab 11a of the meeting packet, Dr. Conston appointed five faculty to emeritus status, respectively:

Teaching Faculty:

- Denise Bieszczad, Professor of Respiratory Therapy
- Paul Gordy, Associate Professor of Engineering

- Peter Shaw, Professor of Business Management and Administration
- Administrative Faculty:**
- Ruth Shumate, Librarian
 - Michael Summers, Special Assistant to the VP for Academic Affairs

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 Mr. Crow, seconded by Mr. Bynum, the board approved the appointments as presented.

- b. Spring Enrollment Update (w/ Mr. Aasen). Spring 2023 Full-time Equivalent (FTE) enrollment declined -3.0% and student headcount decreased 1.3%. Key metrics included: dual enrollment (+50.3%); first-time-in-college students (-6.1%); average credits high school (+3.5%); and average credits regular (+2.1%). Registrations for Workforce Solutions increased (+42.2%) in the 3rd quarter and (+23%) FY 2023. Mr. Aasen presented a chart of the VCCS credit enrollment for Spring 2023, noting TCC's decline in FTE enrollment -3.0% and decrease in student headcount -1.3%.
- c. General Updates. Dr. Conston provided the following updates:
- Dr. David Doré, the newly appointed chancellor of the Virginia Community College System (VCCS), will begin April 1. He will visit all 23 VCCS institutions during April and early May. Dr. Doré will spend 2 days at TCC, April 24-25. Additional information will be provided.
 - Dr. Conston reminded the board to complete the brief survey that was provided by the VCCS System Office.
 - A new TCC presidential scholarship was established. Dr. Conston thanked the board for attending the celebration to raise scholarship funds for TCC students.
 - Ms. Wanda Cooper resigned from the College Board due to her recent appointment as a judge of the Virginia Beach General District Court.

12. Chair's Report & Announcements

- a. Continuation of the Presidential Evaluation Process. Ms. Clements 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. Ms. Clements will distribute the self-evaluation electronically to the full board and receive feedback and input by March 27. By May 1st, the board's Executive Committee will meet with Dr. Conston to discuss her performance. The board will meet in closed session at the May 9 board meeting to finalize comments for the signed letter that will be forwarded to the Chancellor.
- b. General Updates:
- The Spring Commencement Exercise is scheduled for Monday, May 8 at 5:00 pm in the Chartway Arena in Norfolk. Expect to receive the details from Ms. Johnson in early April.
 - The next board meeting is May 9 at 4:00 pm in the student center on the Norfolk campus.

Closed Session. In accordance with section 2.2-3711(A) of the Code of Virginia, the executive committee moved to meet in closed session to discuss matters relating to an update on the state budget. All guests were excused from the meeting, with the exception of Ms. Hardiman. The board later concluded its closed session and reconvened the open session. Ms. Johnson returned to the meeting. A roll call vote was taken, and all board members were present certifying that to the best of each member's knowledge (I) only public business matters lawfully exempted from open requirements under the Freedom of Information Act and (II) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the meeting by the board.

13. Adjournment

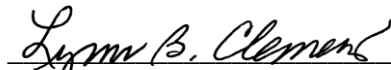
There being no further business to come before the board, Ms. Clements adjourned the meeting at 6:15 p.m.

Respectfully submitted,



Marcia Conston, Ph.D.
Secretary to the Board

APPROVAL



Lynn B. Clements
Chair