

TIDEWATER COMMUNITY COLLEGE BOARD

MEETING NO. 335

SEPTEMBER 12, 2023

Meeting number three hundred thirty-five of the Tidewater Community College Board was held at the Green District Administration Building on Tuesday, September 12, 2023.

Members Present: Barry C. Brown
Lynn B. Clements
William (Bill) Crow
Dr. Kirk Houston, Sr.
Connie Meyer
Matthew Stakes
Jerome A. Bynum
Dr. Marcia Conston
Ron Green
Kim McCallum
Hope Sinclair

Members Absent: James (Jay) Lucado, Charles (Andy) Tysinger

Others Present: Curtis K. Aasen, Vice President for Information Systems and Institutional Effectiveness
Christopher Bryant, Vice President of Institutional Advancement
Karen Campbell, Vice President of Student Affairs
Sarah DiCalogero, President's Advisory & Planning Council Chair
Laura Hanson, Interim Vice President of Workforce Solutions
Heather Hardiman, Vice President for Administration & CFO
Latesha D. Johnson, Executive Assistant to the President
Andrew Leser, Regional Sales Manager of Anthology
Sarah (Beth) Lunde, Associate Vice President for Human Resources
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 4:08 p.m., and welcomed guests.

2. **Introduce New Board Members**

Chairwoman Clements introduced Ms. Hope Sinclair, appointed by the Portsmouth City Council; and Ms. Connie Meyer, appointed by the Virginia Beach City Council.

3. **Presentation**

Ms. Clements presented Ms. Anderson and Ms. Free with a resolution and plaque from the College Board and Dr. Conston. She thanked them for their dedication to the board and years of service to TCC.

4. **Program Highlight**

Dr. Conston invited Dr. Campbell to present on Student Support Resources and Programs as the featured program highlight.

Student Resource Empowerment Centers (SREC) are located at each campus. They are one-stop centers that provide resources to students which include: emergency funding; timely care; the community feed; single stop; case managers; and career collection. TCC's Community Feed at MacArthur Center will be moved to the Norfolk Campus Student Center. The college provides laptops and offers students access to active hotspots. These hotspots enable students to connect to the internet effortlessly, ensuring they are up to date with coursework and maintain academic progress. TimelyCare is a free telehealth program for TCC students. The program provides access to TalkNow, a 24/7 on demand mental health resource; schedule counseling sessions with a licensed counselor; and health coaching. As a part of College Attainment for Parent Students (CAPS), TCC was one of five colleges selected through a competitive process to provide holistic support services to parent students with \$50,000 in grant support.

5. Adoption of Consent Agenda

Ms. Clements 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 Mr. Crow, seconded by Mr. Bynum, the board approved the consent agenda as presented.

6. Approval of Action Items on Consent Agenda

Referring to Tab 6a of the meeting packet, the board approved meeting minutes #333 for May 9, 2023.

7. Academics, Student Affairs & Workforce Development Committee Report – Dr. Barry C. Brown, Chair

- a. **Academic Affairs Update** – Dr. Woodhouse reported on academic initiatives for 2022-23. The Center for Teaching Excellence successfully held a Spring 2023 Learning Institute and offered over 50 professional development sessions with over 500 faculty and staff attendees. Dual Enrollment Fall 2022 headcount increased 47.7% with FTE up 46.6%; Spring 2023 headcount increased 42.5% with FTE up 45.1%. Virtual Virginia and TCC partnered to provide DE to 200 rising 11th and 12th grade students statewide. In 2022-23, the Office of Grants & Sponsored Programs submitted 23 proposals, with 12 new awards, and 7 awaiting decision, with a total amount awarded of \$4,445,820.94. TCC was selected to be a part of the United States Naval Community College's Phase 2F, Logistics Maritime Program. The college established an Electrical Wiring for Technicians Programs at Indian Creek Correctional Center. Over 40 students will be enrolled in the first cohort. In partnership with the City of Virginia Beach, TCC opened the Off-Shore Wind Lab on the Virginia Beach Campus. The ribbon cutting ceremony was held on April 5, 2023. The grand opening/ribbon cutting ceremony of the Visual Arts and Design Center is September 21, 2023.
- b. **Student Affairs Update** – Dr. Campbell reported that TCC transitioned to a new security company, Securitas.
- c. **Workforce Solutions Update** – Workforce registrations increased 41.3%. The top programs included: Business, Professional Development & Management; Health Science & Safety; Welding & Manufacturing; Building & Construction; Hospitality; Information Technology;

and Transportation. Ms. Hanson reported that 613 industry credentials were earned in 2022-23 in the Fast Forward Programs and 6 new programs were approved. A few highlights for Workforce Solutions included: (1) a 96% pass rate for medical billing & coding and 88% pass rate for clinical medical administrative assistance; (2) Skilled Trades Academy expansion work begins October 2023; (3) 306 campers participated in the summer camps; and (4) career coaches provided one-on-one services to over 828 students.

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

- a. **Final Local Financial Statements for Year Ending June 30, 2023.** At the invitation of Dr. Houston, Ms. Hardiman provided the final local financial statements for the year ending June 30, 2023. She highlighted balances for the student activities budget (\$1.9 million); institutional auxiliary budget (\$18.4 million); student center budget (\$15.8 million); and the auxiliary services budget (\$10.7 million). The capital maintenance reserve fund is \$10.5 million. Local investments and contributions from Chesapeake, Norfolk, Portsmouth, and Virginia Beach remained as expected.
- b. **Local Fund Financial Statements for Month Ending July 31, 2023.** The average yield on investments of \$54 million earned \$160,966 since July 31, 2023.
- c. **Final Financial Report for 2021-22.** Ms. Hardiman noted that revenues for 2022-23 are \$127.3 million, which represents tuition & mandatory fees, grants & contracts, local appropriations, student fees, general funds, and other income. Expenditures were \$114.4 million. The college issued \$49.5 million in financial aid for 2022-23. Federal grants, state grants, and scholarships represent free aid that goes to students.
- d. **State Operating Budget- Fiscal Year 2023-24.** The State Operating Budget includes:
 - A .50 cent tuition increase with enrollment projections near level enrollment.
 - An increase in general funds (TBD).
 - Employee compensation increases to include a 5% increase (effective July 2023) and a 2% increase (effective December 2023).
 - Operating reductions made by the President's Cabinet to cover the inflationary increases of more than \$1 million.
 - The college anticipates a balanced budget to include a modest carryforward/reserve.
- e. **Suffolk Workforce Development Center – Utility Property Easements.** On August 2, 2023, a proposed easement acquisition notice was issued by HRSD for Project: Boat Harbor Transmission Force Main Land Acquisition. The total square footage of the proposed easement acquisition is a 228,222 square feet permanent easement and 28,539 square feet temporary construction easement. Negotiations between HRSD and TCCREF for the compensation, timing, and engineering details of the easements are in process.

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

Nothing to report.

10. Educational Foundation Liaison Report – Mr. Charles (Andy) Tysinger

Mr. Bryant reported that the Educational Foundation (EF) focused much time and resources on TCC's alumni the past six months. He also reported that the EF had its third best year of fundraising in TCC's 40-year history. The Educational Foundation will continue to provide scholarships to students.

11. Real Estate Liaison Report – Dr. Kirk Houston

Dr. Houston noted that the Real Estate Board will meet with the USACE and EPA on September 20, 2023 to discuss the status of delisting FNOD Tier 3.

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

a. Nothing to report.

13. President's Report

a. Enrollment Update. Dr. Conston invited Mr. Aasen to provide an enrollment update. Full-time Equivalent (FTE) and student headcount are up, +2.6% and +4.8% respectively. Key metric rates for first time-in-college (FTIC) students decreased -0.8%; FTIC fall-to-fall retention decreased -2.6 point (-67 students); and spring-to-fall reenrollment increased +5.1 points (+533 students). Career & Technical program increased +7.5%; college-transfer increased +1.6%; and non-curricular increased +14.5%. The Virginia Community College System (VCCS) regular enrollment chart for Fall 2023 showed TCC's increase in FTE enrollment (+2.5%) and student headcount (+4.7%). Workforce Solutions student headcount is up +28.3% and course registrations are up +41.3%.

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

- The marketing team is doing a great job with advertising. Dr. Conston was excited to see one of TCC's commercials.
- The ribbon cutting ceremony for the new Visual Arts and Design Center (VADC) will be held on Thursday, September 21st at 4:00 pm. Dr. Doré will join us and provide remarks. Dr. Conston encouraged the College Board members to attend.
- Dr. Conston plans to visit city council meetings to provide updates on the wonderful things that are happening at the college.
- Dr. Conston is co-chair of the Virginia Community College System's (VCCS) Strategic Plan. She and Dr. Janet Gullickson are working to ensure the plan aligns with the governor's 6-year plan.
- Dr. Conston provided details about the Workforce Readiness Mission trip to Germany with other VCCS presidents, delegates, and community leaders.

14. Chair's Report & Announcements

- a. The board approved the proposed 2023-24 working priorities.
- b. Ms. Clements noted committee assignments for the new board members.
- c. The board received the 2023-24 meeting schedule and updated membership roster.

Announcement:

- The last board meeting for the year is scheduled for Tuesday, November 14, 4:00 p.m. at the Portsmouth Campus Student Center.

15. Adjournment

There being no further business to come before the board, Ms. Clements adjourned the meeting at 5:44 p.m.

Respectfully submitted,

Marcia Conston

Marcia Conston, Ph.D.
Secretary to the Board

APPROVAL

Lynn B. Clements

Lynn B. Clements
Chair