

TIDEWATER COMMUNITY COLLEGE BOARD

MEETING NO. 291

MAY 10, 2016

Meeting number two hundred and ninety-one of the Tidewater Community College Board was held on Tuesday, May 10, 2016, in the TCC Regional Workforce Solutions Center in Suffolk.

Members Present: Lee B. Armistead
Cynthia S. Free
John M. Murray
John A. Piscitelli
Terri N. Thompson
Edna V. Baehre-Kolovani
James N. Lucado
John D. Padgett
Linda D. Ridenour

Members Absent: Connie A. Meyer
Jared U. Turner
Dwight M. Parker

Others Present: Curtis K. Aasen, Director of Institutional Effectiveness
Matthew J. Baumgarten, Executive Director for Real Estate
Development/Chief Operating Officer of Facilities
Felicia W. Blow, Vice President for Institutional Advancement & Executive
Director of Educational Foundation
Jeffrey S. Boyd, Provost of Norfolk Campus
Christine Damrose-Mahlmann, Chair of President's Advisory & Planning
Council
Daniel T. DeMarte, Vice President for Student Learning & CAO
Latesha D. Johnson, Senior Administrative Assistant
Beth Lunde, Associate Vice President for Human Resources
Corey L. McCray, Vice President for Workforce Solutions
Phyllis F. Milloy, Vice President for Finance
Lisa B. Rhine, Provost of Chesapeake Campus
Michael D. Summers, Provost of Virginia Beach Campus & Interim Vice
President for Student Affairs
James P. Toscano, Vice President for Public Affairs & Communications

1. **Welcome and Call to Order**

Mr. Padgett, chair, determined the presence of a quorum and called the meeting to order at 4:30 p.m.

2. Program Highlight

Dr. Baehre-Kolovani invited Vice President McCray and Dr. Michael Ireland, Executive Vice President of Acoustical Sheetmetal Incorporated & Workforce Solutions Business Advisory Council Chairman, to present the program highlight which focused on “Preparing the 21st Century Workforce.”

With an influx of nearly 21 percent of the Virginia workforce expected to retire within the next 10 years, industries are projecting major shortfalls in qualified applicants to fill in-demand jobs. TCC is strategically poised to prepare the workforce by developing partnership and seeking grants and other funding solutions to provide requisite training and credential attainment. Funding sources such as the Workforce Credentials Fund (\$19 million), Incumbent Worker Fund (\$1 million), SNAP – ET (\$3.4 million), and FANTIC (\$135,000) coupled with internal/external partnerships, and relevant, innovative training, fosters an environment of proactive planning to support the Commonwealth. As ambassadors, the Workforce Solutions (WFS) Business Advisory Council actively engages business/industry leaders to ensure relevancy and provide independent assessment of the WFS programs and needs to set measurable and responsive goals. Employees’ entering/re-entering the workforce are provided training through various delivery methods that are relevant to their success and employability in support of the labor market. Mr. Padgett thanked the presenters for the insight.

3. Adoption of Consent Agenda

Mr. Padgett inquired if there were requests to remove any item(s) from the consent agenda to the full agenda. Hearing none, he asked for a motion to accept the consent agenda. On a motion by Mr. Murray, seconded by Mr. Piscitelli, the board approved the consent agenda as proposed.

4. Approval of Action Items on Consent Agenda

Referring to Tabs 4a through 4h of the meeting packet, the board approved Meeting Minutes #290 for March 8, 2016; Proposed Program Discontinuance of Career Studies Certificate in Infant and Toddler Care; Proposed Career Studies Certificate in Pipefitting; Proposed Specialization in Professional Communication Stackable to the AS General Studies; Proposed 2016-17 Business and Industry Advisory Committees; Proposed 2016-17 Local Fund Accounts Budgets; Resolutions Honoring Lee B. Armistead and the late James R. Jackson (attached), and the Proposed 2016-17 Board Meeting Schedule (attached).

5. Information Item(s)

- **Mr. Padgett invited Mr. Piscitelli, Curriculum & Student Development Committee Chair, to give the report of the committee.**
- a. Mr. Piscitelli indicated that his committee had no action or information items to report.
- **Mr. Padgett invited Mr. Murray, Finance & Facilities Committee Chair, to give the report of the committee.**

- a. Routine Financial Statements for Month Ending March 31, 2016. At the invitation of Mr. Murray and referring to Tab 5a of the meeting packet, Ms. Milloy noted that the financial reports are as projected. The average yield on investments of \$45 million was 0.55%, yielding \$20,523 in interest for the month of March.
 - b. Performance Based Funding Model for FY17. Ms. Milloy noted that the VCCS will transition to a Performance Based Funding Model in FY17. As such, the 23 institutions will receive their respective share of funding based on the outcome of 15 performance measures of student success. Using the categories of “Entry, Retention & Progression, and Completion,” the colleges will earn points based on weighted number of successful students. The greater number of successful students will result in more points earned and the colleges will compete against each other based on the total points earned. The “Completion” category has a higher point value (1.0-1.5) of all the categories.
 - c. Capital Projects Update. At the invitation of Mr. Murray, Mr. Baumgarten gave a report of the remaining capital project. The Chesapeake Campus Parking Garage is on schedule for completion in fall 2016.
- **Mr. Padgett invited Ms. Thompson, Advocacy Committee Chair, to give the report of the committee.**
- a. Committee Report. Ms. Thompson stated that her committee has completed its action items for the year and that they are working on talking points for the City Council that will be shared at a later date.

6. Discussion & Approval of Action Items(s) Removed from the Consent Agenda

Nothing to report.

7. President’s Report

- a. Enrollment Update w/Mr. Aasen. Using a PowerPoint to frame his discussion, Mr. Aasen provided an update on the spring 2016 enrollment. While FTE enrollment was near 15,000, headcount was -7.8%. The trend continues to show slight fluctuations between 2014-15 and 2015-16. The summer and fall 2016 enrollments are projected to be -6.6% FTE enrollment with a headcount of -7.8% and -2.2% FTE enrollment and a +0.1% headcount, respectively.
- b. Update on Data Breach. Dr. Baehre-Kolovani described the steps taken subsequent to the data breach. Of note, she immediately conducted campus meetings and included a live-stream to facilitate greater awareness of the situation, steps taken, and plans for improvement. The college community was provided with resources to assist them seamlessly through the process and an incident management team established sites, contacted outside resources, and communicated time-sensitive information and directions to TCC employees to facilitate ease in the aftermath.

- c. Approved Grants. TCC was awarded \$661,137 in FY16, and has been allocated \$669,799 for FY17 through the Department of Education's Carl D. Perkins Grant. This funding has been used to launch new programs such as Mechatronics, and new initiatives such as: the Apprenticeship Institute, expansion of existing programs in Diesel Technology, Welding, and to fund program activities in the Women's Center.

Since FY14, the college has received the Commercial Motor Vehicle Safety Training Grant from the Department of Transportation in the amount of \$307,150. To support the partnership between with the CSC Truck Driving program, the Suffolk Commercial Driving Range, and with the support of the Commercial Motor Vehicle Operator Safety Training (CMVOST) program, TCC provided \$76,788 in required non-federal matching funds. As a result, 49 military-related students have enrolled in the CSC Truck Driving program and received employment assistance upon completion. The graduation rate for the program participants is 80% and the job placement rate is 70%. Bank of American has made a verbal commitment to support the required match for the CMVOST grant.

- d. TCC Major Gifts Campaign. To support unmet needs ranging from capital projects to scholarships totaling about \$18.5 to \$19.5 million, the staff plans to embark on a major gifts campaign starting in 2016 through January 2017. They will work with a feasibility consultant to assess and prioritize the list of activities and work collaboratively as a unit that includes an Executive Cabinet, the development team, and the Office of Grants and Sponsored Programs to execute the plan.

8. Chair's Report & Announcements

- a. Report of Board Nominating Committee. Directing the board's attention to Tab 8a of the meeting packet, Mr. Padgett invited Dr. Armistead to give the report of the Nominating Committee. The committee, comprised of Ms. Thompson, Mr. Murray, Mr. Piscitelli, and Dr. Armistead as chair, met on April 11, 2016 to develop a slate of officers for 2016-18.

The Committee voted unanimously to advance Terri Thompson to a two-year term as Board Chair and John Piscitelli to a one-year term as Board Vice Chair as his term on the board expires in 2017; both terms will commence on July 1, 2016. Dr. Armistead invited discussions, of which, there were none. On a motion by Mr. Murray, seconded by, Ms. Ridenour, the board elected the slate of officers.

- b. Executive Committee Report. Referring to Tab 8b of the meeting packet, Mr. Padgett noted that the Executive Committee met on April 22, 2016 to discuss the President's Self-Evaluation; review the College Board's Assessment of the President's Performance, and discuss Continuation of the Presidential Housing Supplement. Considering the components noted on the president's performance, Mr. Padgett will submit a signed evaluation letter to the Chancellor for consideration.
- c. Joint Board Recognition Program—June 16th @ 6:00 PM in the Planetarium (Reception & Show) & 6:45 PM in the Advanced Technology Center Atrium (Dinner) on the Virginia

Beach Campus. Mr. Padgett encouraged his board colleagues to attend the Joint Board Program—it's the one time of year when all the boards get together for fellowship and to welcome and bid farewell to each other appropriately.

9. Adjournment

There being no further business to come before the board, Mr. Padgett adjourned the meeting at 6:27 p.m.

Respectfully submitted,



Edna V. Bachre-Kolovani, Ph.D.
Secretary to the Board

APPROVAL



Terri N. Thompson
Chair



Resolution

Whereas, Dr. Lee B. Armistead was appointed by the Portsmouth City Council as a member of the Tidewater Community College Board in June 2008 and was subsequently reappointed to the Board in July 2012; and,

Whereas, Dr. Lee B. Armistead served with distinction as Chair of the Tidewater Community College Board from July 2009 to June 2011; and,

Whereas, Dr. Lee B. Armistead provided exemplary service as Vice Chair of the Tidewater Community College Board from July 2008 to June 2009, and from July 2015 to June 2016; and,

Whereas, Dr. Lee B. Armistead greatly assisted the College Board through his service on the Advocacy Committee, the Curriculum and Student Development Committee, and the Finance and Facilities Committee; and,

Whereas, Dr. Lee B. Armistead was recognized for his outstanding work on the Tidewater Community College Board by his nomination in 2012 for the State Board for Community Colleges Chairman's Award for College Board Member Exemplary Service; and

Whereas, Dr. Lee B. Armistead served ably and diligently on the Tidewater Community College Real Estate Foundation Board as Vice Chair and Chair/Treasurer from January 2012 to January 2016; and

Whereas, Dr. Lee B. Armistead demonstrated exemplary devotion to his duties in all his service to Tidewater Community College, including participation at College Commencements, Joint-Board Dinners, Dedications, Groundbreakings, and other College events; and,

Whereas, upon serving two full terms, Dr. Lee B. Armistead has completed his appointment to the Tidewater Community College Board as a representative of the City of Portsmouth:

Now, Therefore, Be It Resolved that the Tidewater Community College Board shall establish the Dr. Lee B. Armistead Scholarship, which shall be awarded annually to a Portsmouth high school graduate; and

Be It Further Resolved that the Tidewater Community College Board and College President, on behalf of the faculty, staff, and students, thank and commend Dr. Lee B. Armistead for his dedication and exemplary service to Tidewater Community College and those it serves; and,

Be It Further Resolved that a copy of this resolution be given to Dr. Lee B. Armistead with our warmest wishes, on this the _____ (date) and that the resolution be recorded in the meeting minutes of the Tidewater Community College Board.



/s/

John D. Padgett
Chair, College Board

/s/

Edna V. Baehre-Kolovani, Ph.D.
President



Resolution

Whereas, Dr. James R. Jackson was appointed by the Chesapeake City Council as a member of the Tidewater Community College Board in July 2009 and was subsequently reappointed to the Board in July 2013; and,

Whereas, Dr. James R. Jackson served with deep commitment as a member of the Curriculum and Student Development Committee from 2009 to 2011, and as Chair of the Committee from 2011 to 2014; and,

Whereas, Dr. James R. Jackson served ably and diligently as a member of the Finance and Facilities Committee from 2014 to 2015; and,

Whereas, Dr. James R. Jackson demonstrated outstanding devotion to all of his duties as a College Board member, including attendance at College Commencement, Joint-Board Dinners, Dedications, Groundbreakings, and other momentous College events until his passing in November 2015:

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 Dr. James R. Jackson 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 the family of Dr. James R. Jackson, with our warmest wishes, on this the _____(date)_____ and that the resolution be recorded in the meeting minutes of the Tidewater Community College Board.



/s/

John D. Padgett
Chair, College Board

/s/

Edna V. Baehre-Kolovani, Ph.D.
President

TIDEWATER COMMUNITY COLLEGE BOARD

2016-17 MEETING SCHEDULE

Thursday	August 11, 2016	Student Center Portsmouth Campus (Work Session)
Tuesday	September 13, 2016	Green District Administration Building Norfolk
Tuesday	November 15, 2016	Student Center Norfolk Campus
Thursday	January 19, 2017	Regional Health Professions Center Virginia Beach Campus
Tuesday	March 14, 2017	Green District Administration Building Norfolk
Thursday	May 11, 2017	TCC Regional Workforce Solutions Center, Suffolk
Thursday	August 10, 2017	Student Center Chesapeake Campus (Work Session)

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 session.