

TIDEWATER COMMUNITY COLLEGE BOARD

MEETING NO. 318

NOVEMBER 10, 2020

Meeting number three hundred eighteen of the Tidewater Community College Board was held via Zoom on Tuesday, November 10, 2020.

Members Present: Barry C. Brown
Lynn B. Clements
William (Bill) W. Crow
Cynthia (Cindy) S. Free
James (Jay) N. Lucado
John D. Padgett
Jerome A. Bynum
Dr. Marcia Conston
Paulette D. Franklin-Jenkins
Mark A. Hugel
Delceno C. Miles
Charles A. Tysinger

Members Absent: Kim McCallum

Others Present: Curtis K. Aasen, Vice President for Information Systems and Institutional Effectiveness
Matthew J. Baumgarten, Executive Director of Real Estate Foundation & Facilities
Karen Campbell, Interim Vice President for Student Affairs
Sarah DiCalogero, Faculty Senate
Latesha D. Johnson, Executive Assistant to the President
Sarah (Beth) Lunde, Associate Vice President for Human Resources
Heather McCraig, Interim Vice President for Finance
Paula Miller, Communications Manager
Stan Turbeville, Vice President for Institutional Advancement
Tamara S. Williams, Interim Vice President for Workforce Solutions
Richie Windley, Chair of President's Advisory & Planning Council
Michelle W. Woodhouse, Interim 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.

Chairwoman Free invited Dr. Conston to introduce Dr. Stan Turbeville, the new Vice President for Institutional Advancement.

2. Program Highlight

Dr. Conston invited Ms. Miles and Ms. Miller to present the Hampton Roads Bridge-Tunnel (HRBT) Expansion Project.

Ms. Miles noted that the HRBT Expansion is an important project that will benefit the region. The contract was awarded in April 2019 and the scheduled completion is November 2025. The design-builder is the Hampton Roads Connector Partners. The total project budget is \$3.8 billion dollars, which includes 92% regional gas and sales taxes and 8% state and federal funds. Approximately 10 miles of I-64 widening will take place in the cities of Hampton and Norfolk. The expansion work will include: trestle bridges to be demolished; new 8-lane superstructure replaces trestles on Norfolk side; new 4-lane trestle bridges on Hampton side (EB & WB); Willoughby Spit-Staging area for construction equipment and large parking lot for workers; South Island (Norfolk) will host Tunnel Boring Machine (TBM); and North Island (Hampton) doubles in size. The design-builder continues to demonstrate good faith efforts towards achieving the assigned project goals of 12% Disadvantaged Business Enterprise (DBE) and 20% Small Women & Minority-Owned Business (SWAM). Virtual group meetings and one-on-one social distancing meetings have resulted in the achievement of 167 DBE/SWAM subcontractors being awarded contracts totaling over 84 million dollars.

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 tabs 4a and 4b of the meeting packet, the board approved meeting minutes #317 for September 15, 2020 and the proposal for Specialization in Leadership, A.S. in Business Administration.

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

a. Nothing to report.

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

a. Routine Financial Statements for Month Ending September 30, 2020. Ms. McCraig provided routine local financial statements reflecting activity for three months of the fiscal year. She highlighted expenditures for the student activities budget (8%), institutional auxiliary budget (38%), student center budget (57%), and the auxiliary services budget (6%). Local investments and contributions for FY 20-21 from each city remained as expected.

b. Student Financial Aid Cohort Default Rate. Ms. McCraig noted that a default rate of 30% or higher for three consecutive years may result in loss of direct loan and Pell Grant eligibility. In addition, a default rate of 40% in a single year may result in immediate loss of eligibility for three years. TCC's default rates were 14.8%, 16.2%, and 17.9% respectively in 2015, 2016, and 2017.

- c. Investment Summary. Investments of approximately \$46.9 million dollars have earned \$154.047 since July 1, 2020.
- d. Auxiliary Services Update. 1) **Bookstore** – As a result of enrollment declines, more online textbook options, COVID-19, etc., Barnes and Noble did not make a profit last year and is expected to make very little profit this year. This has a negative impact on any commission that might have been paid to the college. The contract with Barnes and Noble will expire on January 31, 2021. Its lease with MacArthur Mall expires in August 2022. Preliminary discussions are being held to plan for a new Request for Proposal (RFP) to find a textbook vendor. The college will explore other options for textbooks in the near future to include bulk purchasing, adopting an all-inclusive model, and a hybrid store model. 2) **Food Service** - The college is currently offering on-campus vending options as a result of COVID-19 and the shift to primarily online classes. Once the college transitions to more in-person classes, resumption of the Student Center cafes and cups will be evaluated. 3) **Child Care** – Students still need access to child care in spite of COVID-19. The college engaged in an RFP to bring child care back to the campuses. However, there were no responses. The college proposes to implement two pilot programs to help students whose needs are not met by the Child Care Access Means Parents in School (CCAMPIS) grant. The college is working to set up qualified child care providers to accept TCC's StormCard as a method of payment by the students for the first pilot. During the second pilot, the college would like to open the child care centers at the Norfolk and Portsmouth campus student centers in the Fall 2021 semester.
- e. Budget Adjustment for Child Care Centers. Funding is needed to upgrade and outfit the Portsmouth and Norfolk child care facilities in the student centers. The board approved the proposal to increase the FY21 budget to include \$35,000 in costs to prepare the centers for opening in the Fall.
- f. Security Cameras. The college initiated a multi-campus assessment of video surveillance systems and needs analysis for the four main campuses, the Regional Automotive Center, Workforce Solutions, and the Job Skills Training Academy as well as other support facilities on the Suffolk campus. The board approved the recommendation to the State Board for Community Colleges the initiation of an RFP for a college-wide, integrated video security system. In addition, the board approved a preliminary budget adjustment beginning in fiscal year 20-21 in support of the initiative, to be paid using the Institutional Auxiliary funds generated from the cancellation of the Chesapeake Ring Road bond-funded project.

7. Advocacy Committee Report – Mr. Jerome Bynum, Chair

- a. Committee Update. The committee discussed its 2021 meeting schedule, working priorities and the impact of COVID-19 on the college. Due to COVID-19, legislative visits with the General Assembly representatives will more than likely be held via Zoom. Ms. Lunde shared how COVID-19 has impacted the college.

8. Educational Foundation Liaison Report – Ms. Delceno Miles

Ms. Miles noted there was nothing to report for the Educational Foundation. However, she shared that Mr. Mark Johnson, Truist Financial Corp. (formally SunTrust Bank) joined the Educational Foundation Board. She also welcomed Dr. Turbeville and stated the board looks forward to his leadership.

9. Real Estate Liaison Report – Mr. John Padgett

The Real Estate Board had a retreat on October 29th. Mr. Padgett reported that clean-up at the Suffolk property is near completion and the board is one step closer to determining the best use of the property for the mission of the college. He also noted that Dr. Conston presented an Academic Workforce Programmatic Strategic Plan that she and the President's Cabinet envision for the college, to include the Suffolk property, Skilled Trades Academy, Visual Arts Center, Farm Fresh property, and the Glass Wheel Studio. The new board chair for the Real Estate Foundation is Mr. Prescott Sherrod.

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

- a. Nothing to report.

11. President's Report

- a. Fall Enrollment (w/ Mr. Aasen). Full-time equivalent (FTE) enrollment declined -10.4% and student headcount declined -12.0% Fall 2020. A decade of declining student course credit load has hurt FTE enrollment. However, TCC's high school dual enrollment students are enrolling in more classes, which increased the FTE by +22.0%. The Spring-to-Fall re-enrollment rate increased +0.4 points and Fall-to-Fall retention rate increased +0.1 points. Mr. Aasen displayed a chart of the Fall 2020 FTE and headcount enrollment comparisons noting that 19 of 23 VCCS institutions experienced enrollment declines.
- b. Facilities Plan. Dr. Conston noted that Mr. Padgett gave an update on the Facilities Plan.
- c. General Updates.
 - Most classes will end at Thanksgiving. The college will conclude its Fall semester December 18, 2020 and begin its Spring semester January 11, 2021. Some classes will be held face-to-face. However, 95% of classes will continue to be held online.
 - Dr. Conston hosted a webinar, From Equity Talk to Equity Walk, led by Dr. Tia Brown McNair. She received positive feedback from faculty and staff, stating the webinar was very informative and thought-provoking. As a part of the Strategic Planning, the college will continue to review matters regarding Diversity, Equity, and Inclusion. Also, the President's Cabinet will participate in an Unconscious Bias workshop.
 - The Fall virtual commencement will be held on Monday, December 21 at 6:00 PM. Expect to receive further details from Ms. Johnson.

There was an inquiry regarding a letter from the Perry Family Foundation. Dr. Conston had a discussion with the board regarding the proposed Perry Center.

12. Chair's Report & Announcements

- a. Feedback from the VCCS 2020 Chancellor's Equity Series and Summit. Ms. Free and Ms. Clements shared that they thoroughly enjoyed the keynote speakers and the panel discussion on state leadership and addressing diversity.

- b. Review Section 1 of TCCB Policies and Procedures Manual w/ 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. The board reviewed Section 1 and modifications were noted.

13. Adjournment

Announcements

- The first board meeting for the new year is Tuesday, January 12th at 4:00 PM at the Portsmouth Campus Student Center or via Zoom.

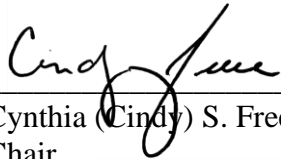
There being no further business to come before the board, Ms. Free adjourned the meeting at 6:14 p.m.

Respectfully submitted,



Marcia Conston, Ph.D.
Secretary to the Board

APPROVAL



Cynthia (Cindy) S. Free
Chair