

TIDEWATER COMMUNITY COLLEGE BOARD

JANUARY 11, 2022

4:30 P.M.

ZOOM

CYNTHIA (CINDY) FREE, CHAIR
PRESIDING

AGENDA

1. **Welcome and Call Meeting to Order** – (4.30 p.m.)

2. **Program Highlight** – (15 min.)

“Job Skills Training Program (JSTP)”

Tamara Williams

Vice President for Workforce Solutions

3. **Adoption of Consent Agenda** (Board Member(s) may make request(s) to move item(s) from the Consent Agenda that requires further discussion later in the meeting). (Board approves motion to adopt the consent agenda).

4. **Approval of Action Item(s) on Consent Agenda** (All item(s) under the Consent Agenda are enacted by one motion). **(Attachment(s)) – (5 min.)**

a. Previous Meeting Minutes #324 for November 9, 2021 **(Attached)**

b. Proposal for Career Studies Certificate in Emergency Medical Service/Emergency Medical Technician **(Attached)**

c. Program Title Change (CSC in Basic Metal and Plastic Machine Operator to Basic Machining) **(Attached)**

5. **Curriculum, Student Development, & Workforce Committee Report** – Dr. Barry Brown, Chair **(10 min.)**

a. Academic Affairs Update – Dr. Woodhouse

b. Student Affairs Update – Dr. Campbell

c. Workforce Solutions Update – Ms. Williams

6. **Finance & Facilities Committee Report** – Mr. James (Jay) Lucado, Chair **(10 min.)**

a. Final Local Funds Financial Statements for Year Ending June 30, 2021 **(Attached)**

- b. Local Funds Financial Statements for Month Ending November 30, 2021
(Attached)
 - c. Final Financial Report for 2020-21 (Attached)
 - d. State Operating Budget for 2021-22 (Attached)
 - e. Student Financial Aid Cohort Default Rate (Attached)
 - f. Capital Outlay Plan Submission (Attached)
7. **Advocacy Committee Report** – Ms. Kim McCallum, Chair (5 min.)
 - a. General Assembly Visit
 8. **Educational Foundation Liaison Report** – Ms. Delceno Miles (5 min.)
 9. **Real Estate Liaison Report** – Ms. Lynn Clements (5 min.)
 10. **Discussion & Approval of Action Item(s)** (Removed from Consent Agenda) – (10 min.)
 11. **President’s Report** – (15 min.)
 - a. Spring and Fall Enrollment Update (w/Mr. Aasen)
 - b. Data on Dual Enrollment, CTE, and JSTP (w/Mr. Aasen)
 - c. General Updates
 12. **Chair’s Report & Announcements** – (10 min.)
 - a. President’s Evaluation Process
 - b. Board Meeting—March 8, 2022
 - c. Letter of Support
 13. Adjournment

TIDEWATER COMMUNITY COLLEGE BOARD

MEETING NO. 324

NOVEMBER 9, 2021

Meeting number three hundred twenty-four of the Tidewater Community College Board was held on Tuesday, November 9, 2021 at the Portsmouth Campus Student Center.

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

Members Absent: Jerome A. Bynum

Others Present: Curtis K. Aasen, Vice President for Information Systems and Institutional Effectiveness
Karen Campbell, Vice President for Student Affairs
Mark Hugel, Formal College Board Member
Latesha D. Johnson, Executive Assistant to the President
Sarah (Beth) Lunde, Associate Vice President for Human Resources
Tiffany 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. Free, chair, determined the presence of a quorum and called the meeting to order at 4:30 p.m., and welcomed guests.

2. **Introduce State Board Member**

Ms. Free informed the board that Ms. Terri Thompson, State Board member, could not join them due to a family matter.

3. **Presentation**

Chairwoman Free presented Mr. Hugel with a resolution from the College Board and Dr. Conston. She thanked him for his years of service to TCC and his dedication to the board. Ms. Free asked Ms. Johnson to personally deliver Mr. Padgett his resolution.

4. **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 Dr. Houston, the board approved the consent agenda as proposed.

5. Approval of Action Items on Consent Agenda

Referring to tabs 5a through 5f of the meeting packet, the board approved meeting minutes #321 for May 11, 2021 (noting the absence of Delceno Miles); meeting minutes #322 for August 12, 2021; discontinuance of the Career Studies Certificate in Theatre Arts; Program Title Change (CSC in Small Business Management to Entrepreneurship); Creation of Specialization, Associate of Science General Studies Specialization: Theatre Arts, and the lease for Harbor Heights.

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

- a. **Academic Affairs Update** – The college was awarded a Title III Grant in the amount of \$2,088,926 dollars for October 1, 2021, through September 20, 2026. The grant is ***#Connect2TCC*** which is a wide-reaching effort to better connect all students with an advisor that will help them reach their educational goals, connect with previously under-served, low-income students in the cities of Norfolk and Portsmouth to get them on a new path of higher education success, and connect tutoring services in a more contemporary manner with all students. A few goals will be implemented.
- Goal #1: Implement the teaching faculty advising system by training and the giving advising caseloads to all 285 full-time teaching faculty.
 - Goal #2: Using a pre-Fall semester “Boot Camp” system at the Norfolk and Portsmouth campuses, engage and enroll 500 new low-income students with a support network and WBL opportunities over the grant period.
 - Goal #3: Re-invent TCC’s tutoring system to become Centers for Student Learning Excellence while promoting and using multi-modal tutoring modalities.
 - Goal #4: Through the TCC Educational Foundation, raise funds for an endowment to support scholarship for low-income students. The maximum matching funding amount is \$191,000 over a 5-year period.
- b. **Student Affairs Update** – Dr. Campbell noted that TCC has implemented many practices to ensure a safe learning environment for students due to COVID-19. The college partnered with the local health departments to provide free COVID-19 vaccination clinics at each of the campuses. Dr. Campbell shared that many of our students felt isolated due to COVID. Therefore, we engaged them with a Fall 2021 virtual pep rally that included speakers, games, and giveaways. The college also offered wraparound services to include hotspots (764); textbook support (1,502); laptops (1,407); emergency funds (121 for \$156,529); and Cox internet (464).
- c. **Workforce Update** - Ms. Williams reported that the Skilled Trades Academy Showcase was held November 10, 2021. Highlights included students in action, new programs, new equipment, new classrooms, etc. The welding mobile unit is scheduled to be delivered in December, located at Lyon Shipyard. Students will train at the shipyard and have an opportunity to be hired. TCC was one of six colleges to receive the Lumina Grant Award.

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

In the absence of Ms. Hardiman, Mr. Lucado reported that the committee approved the lease for Harbor Heights. Items 7a-7e will be included in the January 2022 board meeting packet.

8. Advocacy Committee Report – Ms. Kim McCallum, Chair

Ms. McCallum reported that Chairwoman Free shared the primary role of the advocacy committee was to foster relationships with the various city councils and school boards. She also noted that one goal for the committee was to increase the financial contributions from the localities, particularly Norfolk, Portsmouth, and Virginia Beach. Currently, Chesapeake contributes more than the other cities. Ms. Lunde shared the VCCS priority listing for the 2022-24 biennium with the committee and will follow-up with Dr. Conston regarding the discussion of the priorities at the Advisory Council of President's (ACOP) meeting. More information regarding the General Assembly visit will be provided in December or early January.

9. Educational Foundation Liaison Report – Ms. Delceno Miles

Ms. Miles reported that Dr. Conston is working to hire a Vice President for Institutional Advancement. The Educational Foundation entered a contract with The Curtis Group to guide the foundation through its fundraising strategies.

10. Real Estate Foundation Liaison Report – Ms. Lynn Clements

Ms. Clements thanked the finance and facilities committee for approving the lease for the Harbor Heights building. She noted that the development committee meets every Friday to work on future plans for the Suffolk property. The board also continues to work with professionals to ensure the property will be suitable for development.

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

- a. Nothing to report.

12. President's Report

- a. **Enrollment Update** – In August, TCC's FTE and headcount enrollment were down -6.4% and -7.3% respectively. However, Mr. Aasen was excited to report that TCC is now in the top half of the VCCS regular credit enrollment for Fall 2021. To date, FTE enrollment is down -4.1% and student headcount increased 0.3%. This is important for funding and will have a positive impact on our state budget in the future. For the first time in ten years, TCC has a year-to-year headcount increase, which does not include workforce students. The college has its best Fall semester since 2013. Key credit enrollment metrics include: 1) first-time-in-college students (+2.9%); fall-to-fall FTIC retention (49.7%); spring-to-fall re-enrollment (55.4%); career & technical programs (+16.9%); college-transfer programs

(-9.6%); and high school dual enrollment (+4.8%). Workforce enrollment will increase +36.8% in students and +34.8% in registrations for fiscal year 2022.

b. **General Updates:**

- Dr. Conston shared that the college is working collaboratively with Rivers Casino as they move in the Hampton Roads area. She and a few cabinet members traveled to Pittsburgh to tour the casino there and visited Community College of Allegheny County to meet with Dr. Quinton Bullock to discuss the colleges partnership with the casino.
- The search for a Vice President of Institutional Advancement is still ongoing.
- TCC was recognized as one of America's Best Online Learning Schools for 2021.
- Dr. Conston spoke with Senator Jen Kiggans regarding the nursing initiative. Senator Kiggans indicated that she is very supportive of this initiative and will be an advocate for TCC.
- Dr. Conston shared renderings of the new Visual Arts Center.

13. Chair's Report & Announcements

- a. Review Section 2.2 of the Policies and Procedures Manual. Ms. Free asked board members to review the duties and responsibilities of the College Board. She noted that their main responsibility is to assure that TCC is responsive to the needs existing within its service region within the statewide policies, procedures, and regulations of the State Board for Community Colleges.

14. Adjournment

Announcements:

- TCC's Workforce Showcase will be held tomorrow from 11:00 a.m. – 12:30 p.m. at the Skilled Trades Academy in Portsmouth.
- Remember to RSVP for the Presidential Holiday Reception that will be held on December 8th at 5:00 p.m.
- Commencement will be held on Monday, December 20th at Chartway Arena in Norfolk at 6:00 p.m.
- The first meeting of the new year will be held on January 11th at 4:00 p.m.

There being no further business to come before the board, Ms. Free adjourned the meeting at 6:03 p.m.

Respectfully submitted,



Marcia Conston, Ph.D.
Secretary to the Board

DRAFT

APPROVAL

Cynthia (Cindy) S. Free
Chair

DRAFT

TIDEWATER COMMUNITY COLLEGE BOARD

AGENDA ITEM

MEETING: January 11, 2022

COMMITTEE: Curriculum, Student Development, & Workforce Committee

AGENDA ITEM: Proposal for Career Studies Certificate in Emergency Medical Service/Emergency Medical Technician

BACKGROUND:

The CSC in Emergency Medical Service/Emergency Medical Technician (EMS/EMT) responds to Chesapeake Public School's request to prepare students for EMS Certification. Upon completion, students are prepared to sit for the examination and will also have the required CPR certification for entry to an EMT program in Virginia. If approved, this program will be open to the general public.

STAFF RECOMMENDATION:

That the College Board approve the proposed Career Studies Certificate in Emergency Medical Service/ Emergency Medical Technician.

STAFF LIAISON:

Michelle Woodhouse, Ed.D.

Vice President for Academic Affairs and Chief Academic Officer

mwoodhouse@tcc.edu

757-822-1061

CAREER STUDIES CERTIFICATE
Emergency Medical Service/Emergency Medical Training

Semester 1

Course No.	Course Title	Credits	Prerequisites	Co-Requisites
SDV 101	Orientation to Health Care	1	None	None
HLT 100	First Aid and Cardiopulmonary Resuscitation	3	None	None
Semester Credits		4		

Semester 2

Course No.	Course Title	Credits	Prerequisites	Co-Requisites
EMS 111	Emergency Medical Technician	7	CPR certification at the Health Care Provider level (provided first day of class)	EMS 120
EMS 120	Emergency Medical Technician – Clinical	1	None	EMS 111
Semester Credits		8		
Total Minimum Credits		12		

TIDEWATER COMMUNITY COLLEGE BOARD
AGENDA ITEM

MEETING: January 11, 2022

COMMITTEE: Curriculum, Student Development, & Workforce Committee

AGENDA ITEM: Program Title Change

BACKGROUND:

TCC Faculty and the Pathway Dean request that the program title for the Career Studies Certificate (CSC) in Basic Metal and Plastic Machine Operator be changed to Basic Machining, effective Summer 2022.

The requested change is to align the current program offerings and terminology. These changes were vetted and approved by the Manufacturing Advisory Committee.

STAFF RECOMMENDATION:

That the College Board approve the proposed program title and description change.

STAFF LIAISON:

Michelle Woodhouse, Ed.D.
Vice President for Academic Affairs and Chief Academic Officer
mwoodhouse@tcc.edu
757-822-1061

TIDEWATER COMMUNITY COLLEGE BOARD
AGENDA ITEM

MEETING: January 11, 2022
COMMITTEE: Finance & Facilities Committee
AGENDA ITEM: Local Funds Investments

BACKGROUND:

The Local Funds available for investment are presented for review.

STAFF LIAISON:

Heather Hardiman
Vice President for Administration and
Chief Financial Officer
hmccraig@tcc.edu
757-822-1738

**TIDEWATER COMMUNITY COLLEGE
LOCAL FUNDS AVAILABLE FOR INVESTMENT**

	Maturity Date	Interest Rate	Amount	Current Investments	Available for Investment	Total Available for Investment
Raymond James						
	Money Market*	0.38%	1,740,514	1,740,514	1,740,514	1,740,514
LGIP - Treasury						
	LGIP	0.07%	\$ 1,069,911	1,069,911		
	LGIP EM	0.17%	\$ 14,969,907	14,969,907		
TowneBank						
	Repurchase Agreements - Overnight	0.07%	\$ 15,490,663	15,490,663		
	Insured Cash Sweep	0.06%	\$ 20,001,232	20,001,232		
Total Invested				53,272,227		

*Funds from recent maturities

Approximate earnings rates (subject to change):

Raymond James

1 year	0.05%
2 years	.05-.10%
3 years	.20-.25%

**TIDEWATER COMMUNITY COLLEGE
INVESTMENTS
2021-22 STATEMENT OF EARNINGS**

	BALANCE INVESTED	INTEREST 2021-22
July 31, 2021	\$ 48,184,965	\$ 4,851
August 31, 2021	\$ 48,285,526	\$ 4,413
September 30, 2021	\$ 47,544,560	\$ 4,272
October 31, 2021	\$ 50,940,497	\$ 4,538
November 30, 2021	\$ 51,299,436	\$ 4,583
December 31, 2021	\$ 53,272,227	\$ 4,791
January 31, 2022		
February 28, 2022		
March 31, 2022		
April 30, 2022		
May 31, 2022		
June 30, 2022		
TOTAL		\$ 27,449

Note 1

Detail:

Investment Category	Cumulative Average Yield	Balance
TowneBank - Repurchase Agreements	0.07%	\$ 15,490,663
TowneBank - Raymond James	0.38%	\$ 1,740,514
TowneBank - Insured Cash Sweep	0.01%	\$ 20,001,232
Commonwealth - LGIP Extended Maturity	0.17%	\$ 14,969,907
Commonwealth - LGIP	0.07%	\$ 1,069,911
TOTAL		\$ 53,272,227

Note 1 - The investment earnings are reported based on statements received from the financial institution and may vary from the college's financial records due to timing differences.

TIDEWATER COMMUNITY COLLEGE BOARD
AGENDA ITEM

MEETING: January 11, 2022
COMMITTEE: Finance & Facilities Committee
AGENDA ITEM: Final Local Funds Financial Statements for Year Ending June 30, 2021

BACKGROUND:

The final Local Funds Financial Statements for the year ending June 30, 2021 are presented for review.

STAFF RECOMMENDATION:

None. This item is for information only.

STAFF LIAISON:

Heather Hardiman
Vice President for Administration and
Chief Financial Officer
hmccraig@tcc.edu
757-822-1738

TIDEWATER COMMUNITY COLLEGE
STUDENT ACTIVITIES BUDGET
July 1, 2020 - June 30, 2021

	Budget 2021	Revenues/ Expenditures	Encumbrances	Variance	% Realized
Fund Balance 7/1/2020		\$ 1,490,404			
I. Revenues					
A. Student Activity Fee	\$ 787,607	\$ 752,824	\$ -	\$ 34,783	96%
B. ID Card Replacements	10,000	1,190		8,810	12%
C. Miscellaneous Revenue	500	145,000		(144,500)	29000%
Total Revenues	\$ 798,107	\$ 899,014	\$ -	\$ (100,907)	113%
Total Resources (Revenue & Fund Bal.)					
		\$ 2,389,418			
II. Expenditures					
A. Chesapeake Campus					
1. Student Government Association	\$ 1,515	\$ 400	\$ -	\$ 1,115	26%
2. Programming	15,000	4,255		10,745	28%
3. Student Organizations	2,000	1,903		97	95%
4. Recreational Sports	250			250	0%
5. Operating Expenses	250			250	0%
6. Contingency Fund	1,500	669		831	45%
Subtotal - Chesapeake Campus	\$ 20,515	\$ 7,227	\$ -	\$ 13,288	35%
B. Norfolk Campus					
1. Student Government Association	\$ 1,200	\$ 600	\$ -	\$ 600	50%
2. Programming	16,215	3,990		12,225	25%
3. Student Organizations	1,000	224		776	22%
4. Recreational Sports	1,500			1,500	0%
5. Operating Expenses	500	500			100%
6. Contingency Fund	100			100	0%
Subtotal - Norfolk Campus	\$ 20,515	\$ 5,314	\$ -	\$ 15,201	26%
C. Portsmouth Campus					
1. Student Government Association	\$ 1,000	\$ -	\$ -	\$ 1,000	0%
2. Programming	18,000	7,105		10,895	39%
3. Student Organizations	1,000	224		776	22%
4. Contingency Fund	515			515	0%
Subtotal - Portsmouth Campus	\$ 20,515	\$ 7,329	\$ -	\$ 13,186	36%
D. Virginia Beach Campus					
1. Student Government Association	\$ 500	\$ 400	\$ -	\$ 100	80%
2. Programming	20,644	6,408		14,236	31%
3. Student Organizations	15,000	8,769		6,231	58%
Subtotal - Virginia Beach Campus	\$ 36,144	\$ 15,577	\$ -	\$ 20,567	43%
E. Student Activities--College-wide					
1. Visual Arts Center	\$ 2,100	\$ 2,065	\$ -	\$ 35	98%
2. Women's Center	2,301			2,301	0%
3. Student Federation Council	3,000			3,000	0%
4. Intercultural Learning	10,500			10,500	0%
Subtotal - Student Activities--College-wide	\$ 17,901	\$ 2,065	\$ -	\$ 15,836	12%
F. Learning Assistance Fund					
1. Chesapeake	\$ 15,416	\$ 13,642	\$ -	\$ 1,774	88%
2. Norfolk	\$ 12,339	4,839		7,500	39%
3. Portsmouth	\$ 11,547	11,293		254	98%
4. Virginia Beach	38,491	38,491			100%
Subtotal - Learning Assistance Fund	\$ 77,793	\$ 68,265	\$ -	\$ 9,528	88%

	Budget 2021	Revenues/ Expenditures	Encumbrances	Variance	% Realized
G. Provosts' Contingency Fund					
1. Chesapeake	\$ 4,574	\$ -	\$ -	\$ 4,574	0%
2. Norfolk	3,849			3,849	0%
3. Portsmouth	3,730			3,730	0%
4. Virginia Beach	3,208	800		2,408	25%
Subtotal - Provosts' Contingency Fund	\$ 15,361	\$ 800	\$ -	\$ 14,561	5%
H. Deans' Contingency Fund					
1. Chesapeake	\$ 2,919	\$ 2,518	\$ -	\$ 401	86%
2. Norfolk	6,787	3,839		2,948	57%
3. Portsmouth	3,208	800		2,408	25%
4. Virginia Beach	6,415	3,423		2,992	53%
Subtotal - Deans' Contingency Fund	\$ 19,329	\$ 10,580	\$ -	\$ 8,749	55%
I. Student Activities Identification System					
1. Equipment, Software, and Supplies	\$ 33,000	\$ -	\$ -	\$ 33,000	0%
Subtotal - Student Activities Identification System	\$ 33,000	\$ -	\$ -	\$ 33,000	0%
Total Expenditures	\$ 261,073	\$ 117,157	\$ -	\$ 143,916	45%
III. Transfers					
A. Transfer to Student Center Budget	\$ 512,331	\$ 512,331	\$ -	\$ -	100%
Subtotal - Transfers	\$ 512,331	\$ 512,331	\$ -	\$ -	100%
Fund Balance 6/30/2021		\$ 1,759,930			

VPA-CFO 7/1/21

**TIDEWATER COMMUNITY COLLEGE
INSTITUTIONAL AUXILIARY BUDGET
July 1, 2020 - June 30, 2021**

	Budget 2021	Revenues/ Expenditures	Encumbrances	Variance	% Realized
Fund Balance 7/1/2020		\$ 16,644,506			
I. Revenues					
A. Institutional Fee	\$ 2,254,719	\$ 2,158,886	\$ -	\$ 95,833	96%
B. Student Parking Sales	52,119	(2,406)		54,525	-5%
C. Student HRT Pass Sales	56,250	6,750		49,500	12%
D. Miscellaneous Revenue	3,600			3,600	0%
Total Revenues	\$ 2,366,688	\$ 2,163,230	\$ -	\$ 199,858	91%
Total Resources (Revenue & Fund Bal.)					
		\$ 18,807,736			
II. Expenditures					
A. Chesapeake Campus Parking Garage - Debt Service	\$ 1,640,600	\$ 1,640,106	\$ -	\$ 494	100%
B. Chesapeake Campus Parking Lot - Debt Service	335,125	331,473		3,652	99%
C. Chesapeake Parking Garage Operating Expenses					
1. Personnel	49,275			49,275	0%
2. Utilities	10,000	9,700		300	97%
3. Security					
4. General Maintenance	40,000	34,888		5,112	87%
D. College-wide Parking Lot Improvements	200,000	119,186		80,814	60%
E. Hampton Roads Transit (HRT) Passes	186,210	57,450		128,760	31%
F. Student Parking	69,990			69,990	0%
G. Visual Arts Center Parking Lease	76,500	63,600		12,900	83%
H. College-wide Wayfinding	2,500,000	160,204		2,339,796	6%
Total Expenditures	\$ 5,107,700	\$ 2,416,607	\$ -	\$ 351,297	93%
Fund Balance 6/30/2021					
		\$ 16,391,129			

TIDEWATER COMMUNITY COLLEGE
STUDENT CENTER BUDGET
 July 1, 2020 - June 30, 2021

	Budget 2021	Revenues/ Expenditures	Encumbrances	Variance	% Realized
Fund Balance 7/1/2020		\$ 17,708,133			
I. Revenues					
A. Auxiliary Capital Fee	\$ 6,156,317	\$ 5,924,068	\$ -	\$ 232,249	96%
B. Transfer-In from Student Activities Budget	512,331	512,331			100%
C. Food Service Commission	34,000			34,000	0%
D. Miscellaneous Revenue	72,500			72,500	0%
E. Facility Use Fee					
Total Revenues	\$ 6,775,148	\$ 6,436,399	\$ -	\$ 338,749	95%
Total Resources (Revenue & Fund Balance)		\$ 24,144,532			
II. Expenditures					
A. Bond Debt Service					
1. Student Center - Norfolk Campus	\$ 1,110,600	\$ 1,110,403	\$ -	\$ 197	100%
2. Student Center - Chesapeake Campus	1,233,530	1,143,342		90,188	93%
3. Student Center - Portsmouth Campus	1,091,639	1,086,050		5,589	99%
4. Student Center - Virginia Beach Campus	1,759,134	1,629,960		129,174	93%
Subtotal - Bond Debt Service	\$ 5,194,903	\$ 4,969,755	\$ -	\$ 225,148	96%
B. Norfolk Student Center					
1. General Operations					
a. Personnel	\$ 311,522	\$ 268,811	\$ -	\$ 42,711	86%
b. Operating Expenses	25,000	11,548		13,452	46%
Subtotal - General Operations	\$ 336,522	\$ 280,359	\$ -	\$ 56,163	83%
2. Facility Operations					
a. Utilities	\$ 100,000	\$ 35,353	\$ -	\$ 64,647	35%
b. Security	58,000			58,000	0%
c. Custodial					
1. Personnel	116,000	25,520		90,480	22%
2. Expenditures	9,208	3,120		6,088	34%
d. General Maintenance					
1. Personnel	53,723	33,373		20,350	62%
2. Expenditures	46,750	64,773		(18,023)	139%
e. Insurance	7,700	6,636		1,064	86%
f. Network & Telecommunications	35,942	35,942			100%
Subtotal - Facility Operations	\$ 427,323	\$ 204,717	\$ -	\$ 222,606	48%
3. Food Services					
a. Equipment Mtce. & Replacement	\$ 18,900	\$ 952	\$ -	\$ 17,948	5%
Subtotal - Food Services	\$ 18,900	\$ 952	\$ -	\$ 17,948	5%
Subtotal - Norfolk Student Center	\$ 782,745	\$ 486,028	\$ -	\$ 296,717	62%
C. Chesapeake Student Center					
1. General Operations					
a. Personnel	\$ 311,254	\$ 307,590	\$ -	\$ 3,664	99%
b. Operating Expenses	50,000	22,651		27,349	45%
Subtotal - General Operations	\$ 361,254	\$ 330,241	\$ -	\$ 31,013	91%

	Budget 2021	Revenues/ Expenditures	Encumbrances	Variance	% Realized
2. Facility Operations					
a. Utilities	\$ 110,000	\$ 68,174	\$ -	\$ 41,826	62%
b. Security	40,000	601		39,399	2%
c. Custodial					
1. Personnel	120,362	20,290		100,072	17%
2. Expenditures	12,000	1,585		10,415	13%
d. General Maintenance					
1. Personnel	53,768	35,321		18,447	66%
2. Expenditures	46,750	37,612		9,138	80%
e. Insurance	8,400	7,284		1,116	87%
f. Network & Telecommunications	34,686	34,686			100%
Subtotal - Facility Operations	\$ 425,966	\$ 205,553	\$ -	\$ 220,413	48%
3. Food Services					
a. Equipment Mtce. & Replacement	\$ 10,755	\$ 891	\$ -	\$ 9,864	8%
Subtotal - Food Services	\$ 10,755	\$ 891	\$ -	\$ 9,864	8%
Subtotal - Chesapeake Student Center	\$ 797,975	\$ 536,685	\$ -	\$ 261,290	67%
D. Portsmouth Student Center					
1. General Operations					
a. Personnel	\$ 313,630	\$ 297,228	\$ -	\$ 16,402	95%
b. Operating Expenses	29,766	20,599		9,167	69%
Subtotal - General Operations	\$ 343,396	\$ 317,827	\$ -	\$ 25,569	93%
2. Facility Operations					
a. Utilities	\$ 110,000	\$ 77,185	\$ -	\$ 32,815	70%
b. Security	50,400	1,167		49,233	2%
c. Custodial					
1. Personnel	118,379	22,574		95,805	19%
2. Expenditures	8,500	386		8,114	5%
d. General Maintenance					
1. Personnel	50,717	33,111		17,606	65%
2. Expenditures	46,750	31,289		15,461	67%
e. Insurance	8,250	7,136		1,114	86%
f. Network & Telecommunications	40,045	40,045			100%
Subtotal - Facility Operations	\$ 433,041	\$ 212,893	\$ -	\$ 220,148	49%
3. Food Services					
a. Equipment Mtce. & Replacement	\$ 16,200	\$ 1,297	\$ -	\$ 14,903	8%
Subtotal - Food Services	\$ 16,200	\$ 1,297	\$ -	\$ 14,903	8%
Subtotal - Portsmouth Student Center	\$ 792,637	\$ 532,017	\$ -	\$ 260,620	67%
E. Virginia Beach Student Center					
1. General Operations					
a. Personnel	\$ 406,704	\$ 359,201	\$ -	\$ 47,503	88%
b. Operating Expenses	30,300	15,038		15,262	50%
Subtotal - General Operations	\$ 437,004	\$ 374,239	\$ -	\$ 62,765	86%

	Budget 2021	Revenues/ Expenditures	Encumbrances	Variance	% Realized
2. Facility Operations					
a. Utilities	\$ 45,745	\$ 25,645	\$ -	\$ 20,100	56%
b. Security	45,300	20,832		24,468	46%
c. Custodial					
1. Personnel	189,000	35,602		153,398	19%
2. Expenditures	11,333	3,688		7,645	33%
d. General Maintenance					
1. Personnel	90,491	49,531		40,960	55%
2. Expenditures	60,208	41,420		18,788	69%
e. Insurance	12,350	10,711		1,639	87%
f. Network & Telecommunications	35,890	35,890			100%
Subtotal - Facility Operations	\$ 490,317	\$ 223,319	\$ -	\$ 266,998	46%
3. Food Services					
a. Equipment Mtce. & Replacement	\$ 18,900	\$ 930	\$ -	\$ 17,970	5%
Subtotal - Food Services	\$ 18,900	\$ 930	\$ -	\$ 17,970	5%
Subtotal - Virginia Beach Student Center	\$ 946,221	\$ 598,488	\$ -	\$ 347,733	63%
Total Expenditures	\$ 8,514,481	\$ 7,122,973	\$ -	\$ 1,391,508	84%
III. Capital Maintenance Reserve	\$ 1,000,000	\$ 1,000,000	\$ -	\$ -	100%
Fund Balance 6/30/2021		\$ 16,021,559			

VPA-CFO 7/1/21

Capital Maintenance Reserve Fund	
FY14-FY20	\$ 8,500,000

TIDEWATER COMMUNITY COLLEGE
AUXILIARY SERVICES BUDGET
July 1, 2020 - June 30, 2021

	Budget 2021	Revenue/ Expenditures	Encumbrances	Variance	% Realized
Fund Balance 7/1/2020		\$ 11,380,622			
I. Revenues					
A. Bookstore	\$ 684,000	\$ 154,409	\$ -	\$ 529,591	23%
B. Vending					
1. Exclusive Beverage Contract	55,000	28,315		26,685	51%
2. Vending - CRH	14,400	1,961		12,439	14%
C. Food Service - Joint-Use Library	3,000			3,000	0%
D. Municipal Support	24,000	24,000			100%
E. Interest Earnings	468,000	259,059		208,941	55%
F. Miscellaneous Revenue	7,000	26		6,974	0%
Total Revenues	\$ 1,255,400	\$ 467,770	\$ -	\$ 787,630	37%
Total Resources (Revenue & Fund Bal.)		\$ 11,848,392	\$ -		
II. Expenditures					
A. Operating Expenses					
1. Banking Costs	\$ 5,000	\$ 1,146	\$ -	\$ 3,854	23%
2. Miscellaneous Expenses	1,000	324,649		(323,649)	32465%
3. Joint-Use Library Food Service Equipment	4,000	178		3,822	4%
Subtotal - Operating Expenses	\$ 10,000	\$ 325,973	\$ -	\$ (315,973)	3260%
B. Faculty/Staff Parking	\$ 320,000	\$ 189,415	\$ -	\$ 130,585	59%
C. College Community Events	\$ 15,000	\$ 1,848	\$ -	\$ 13,152	12%
D. Financial Aid Adjustments	\$ 10,000	\$ (15,013)	\$ -	\$ 25,013	-150%
E. Auxiliary Service Operations					
1. Personnel	\$ 172,455	\$ 147,461	\$ -	\$ 24,994	86%
2. General Operating Costs	5,000	2,109		2,891	42%
3. Equipment/Software/Installation	35,000			35,000	0%
4. StormCard Marketing	4,000	4,000			100%
5. Child Care Subsidy					
6. Child Care Operations					
a. Portsmouth	17,500	1,575		15,925	9%
b. Norfolk	17,500	3,406		14,094	19%
Subtotal - Auxiliary Service Operations	\$ 251,455	\$ 158,551	\$ -	\$ 92,904	63%
F. Community Support					
1. College Board	\$ 2,500	\$ -	\$ -	\$ 2,500	0%
2. President	15,000	6,609		8,391	44%
3. Vice Presidents and Directors					
a. Exec. Vice President for Academic & Student Affairs & Chief Academic Officer	6,000	2,444		3,556	41%
b. Vice President for Finance	6,000	15		5,985	0%
c. Vice President for Information Systems/ Director of Institutional Effectiveness	6,000	50		5,950	1%
d. Vice President for Institutional Advancement	6,000			6,000	0%
e. Vice President for Workforce Services	6,000	313		5,687	5%
f. Executive Director of TCC Real Estate Foundation/ Chief Operating Officer for Facilities & Public Safety	6,000	700		5,300	12%
4. Campus Provosts					
a. Chesapeake	6,000	1,000		5,000	17%
b. Norfolk	6,000	1,000		5,000	17%
c. Portsmouth	6,000	1,197		4,803	20%
d. Virginia Beach	12,000	2,350		9,650	20%
5. Community Outreach	27,000	600		26,400	2%
6. Contingencies	3,500			3,500	0%
Subtotal - Community Support	\$ 114,000	\$ 16,278	\$ -	\$ 97,722	14%

	Budget 2021	Revenue/ Expenditures	Encumbrances	Variance	% Realized
G. Deans' Discretionary Aid Fund					
1. Chesapeake	\$ 5,000	\$ 5,000	\$ -	\$ -	100%
2. Norfolk	5,000	5,000			100%
3. Portsmouth	5,000	3,627		1,373	73%
4. Virginia Beach	10,000	8,142		1,858	81%
Subtotal - Deans' Discretionary Aid Fund	\$ 25,000	\$ 21,769	\$ -	\$ 3,231	87%
Subtotal- Expenditures	\$ 745,455	\$ 698,821	\$ -	\$ 46,634	94%
III. Student Financial Assistance					
A. TCC Scholarships & Awards					
1. Art Scholarships	\$ 15,000	\$ 15,000	\$ -	\$ -	100%
2. Student Study Abroad Scholarships	15,500			15,500	0%
3. Culinary Match Program	3,000			3,000	0%
4. Martin Luther King Scholarship	5,576	1,668		3,908	30%
5. Military Scholarships	28,103			28,103	0%
6. ROTC Scholarships	13,489	2,224		11,265	16%
7. High School Scholarships					
a. Chesapeake	67,446	55,064		12,382	82%
1. LaVonne P. Ellis Scholarship	11,151	11,151			100%
2. Terri N. Thompson Scholarship	11,151	11,151			100%
b. Norfolk	56,205	42,231		13,974	75%
1. John T. Kavanaugh Scholarship	11,151	11,151			100%
c. Portsmouth	22,482	15,540		6,942	69%
1. Lee B. Armistead Scholarship	11,151	11,151			100%
d. Suffolk (Northern)	11,151			11,151	0%
e. Virginia Beach	101,169	71,933		29,236	71%
1. Stanley Waranch Scholarship	11,151	5,001		6,150	45%
2. Dorcas T. Helfant-Browning Scholarship	11,151	11,151			100%
3. Thomas H. Wilson Scholarship	11,151	11,151			100%
Subtotal - TCC Scholarships & Awards	\$ 417,178	\$ 275,567	\$ -	\$ 141,611	66%
Total Expenditures & Student Financial Assistance	\$ 1,162,633	\$ 974,388	\$ -	\$ 188,245	84%
Fund Balance 6/30/2021		\$ 10,874,004			

TIDEWATER COMMUNITY COLLEGE BOARD
AGENDA ITEM

MEETING: January 11, 2022

COMMITTEE: Finance & Facilities Committee

AGENDA ITEM: Local Funds Financial Statements for Month Ending November 30, 2021

BACKGROUND:

The Local Funds Financial Statements for the month ending November 30, 2021 are presented for review.

STAFF RECOMMENDATION:

None. This item is for information only.

STAFF LIAISON:

Heather Hardiman
Vice President for Administration and
Chief Financial Officer

hmccraig@tcc.edu

757-822-1738

TIDEWATER COMMUNITY COLLEGE
STUDENT ACTIVITIES BUDGET
July 1, 2021 - November 30, 2021

	Budget 2022	Revenues/ Expenditures	Encumbrances	Variance	% Realized
Fund Balance 7/1/21		\$ 1,759,930			
I. Revenues					
A. Student Activity Fee	\$ 798,660	\$ 455,231	\$ -	\$ 343,429	57%
B. Student Activity Fee Revenue Loss Reimbursement	215,959			215,959	0%
C. ID Card Replacements	1,000	1,990		(990)	199%
Total Revenues	\$ 1,015,619	\$ 457,221	\$ -	\$ 558,398	45%
Total Resources (Revenue & Fund Bal.)					
		\$ 2,217,151			
II. Expenditures					
A. Chesapeake Campus					
1. Student Government Association	\$ 1,515	\$ -	\$ -	\$ 1,515	0%
2. Programming	15,000	5,498	3,056	6,446	57%
3. Student Organizations	2,000			2,000	0%
4. Contingency Fund	2,000			2,000	0%
Subtotal--Chesapeake Campus	\$ 20,515	\$ 5,498	\$ 3,056	\$ 11,961	42%
B. Norfolk Campus					
1. Student Government Association	\$ 1,200	\$ -	\$ -	\$ 1,200	0%
2. Programming	18,215	283		17,932	2%
3. Student Organizations	1,000			1,000	0%
4. Contingency Fund	100			100	0%
Subtotal--Norfolk Campus	\$ 20,515	\$ 283	\$ -	\$ 20,232	1%
C. Portsmouth Campus					
1. Student Government Association	\$ 1,000	\$ -	\$ -	\$ 1,000	0%
2. Programming	18,000	2,283	963	14,754	18%
3. Student Organizations	1,000			1,000	0%
4. Contingency Fund	515			515	0%
Subtotal--Portsmouth Campus	\$ 20,515	\$ 2,283	\$ 963	\$ 17,269	16%
D. Virginia Beach Campus					
1. Student Government Association	\$ 500	\$ -	\$ -	\$ 500	0%
2. Programming	20,644	283		20,361	1%
3. Student Organizations	15,000			15,000	0%
Subtotal--Virginia Beach Campus	\$ 36,144	\$ 283	\$ -	\$ 35,861	1%
E. Student Activities--College-wide					
1. Visual Arts Center	\$ 2,100	\$ -	\$ -	\$ 2,100	0%
2. Student Resource and Empowerment Center	10,000			10,000	0%
3. Student Federation Council	3,000			3,000	0%
4. Intercultural Learning	2,000	175	175	1,650	18%
5. Virtual Student Center	16,000	6,600		9,400	41%
Subtotal--Student Activities--College-wide	\$ 33,100	\$ 6,775	\$ 175	\$ 26,150	21%
F. Learning Assistance Fund					
1. Chesapeake	\$ 15,416	\$ 1,579	\$ -	\$ 13,837	10%
2. Norfolk	12,339	2,600		9,739	21%
3. Portsmouth	11,547	4,114		7,433	36%
4. Virginia Beach	38,491	11,078		27,413	29%
Subtotal--Learning Assistance Fund	\$ 77,793	\$ 19,371	\$ -	\$ 58,422	25%

	Budget 2022	Revenues/ Expenditures	Encumbrances	Variance	% Realized
G. College-wide Contingency Fund					
1. Chesapeake	\$ 4,574	\$ -	\$ -	\$ 4,574	0%
2. Norfolk	3,849			3,849	0%
3. Portsmouth	3,730			3,730	0%
4. Virginia Beach	3,208		1,333	1,875	42%
Subtotal--Provosts' Contingency Fund	\$ 15,361	\$ -	\$ 1,333	\$ 14,028	9%
H. Deans' Contingency Fund					
1. Chesapeake	\$ 2,919	\$ 214	\$ 25	\$ 2,680	8%
2. Norfolk	6,787			6,787	0%
3. Portsmouth	3,208			3,208	0%
4. Virginia Beach	6,415	1,280	3,792	1,343	79%
Subtotal--Deans' Contingency Fund	\$ 19,329	\$ 1,494	\$ 3,817	\$ 14,018	27%
I. Student Activities Identification System					
1. Equipment, Software, and Supplies	\$ 36,000	\$ -	\$ -	\$ 36,000	0%
Subtotal--Student Activities Identification System	\$ 36,000	\$ -	\$ -	\$ 36,000	0%
Total Expenditures	\$ 279,272	\$ 35,987	\$ 9,344	\$ 233,941	16%
III. Transfers					
A. Transfer to Student Center Budget	\$ 537,948	\$ 224,145	\$ -	\$ 313,803	42%
Subtotal--Transfers	\$ 537,948	\$ 224,145	\$ -	\$ 313,803	42%
Fund Balance 11/30/21		\$ 1,957,019			

Approved by the Local College Board on May 11, 2021

VPA-CFO 12/10/21

TIDEWATER COMMUNITY COLLEGE
STUDENT ACTIVITIES BUDGET
Narrative Justification
FY2022

I. REVENUES

The revenues for the Student Activities Budget are based on a projection of 10,875 annualized FTES.

- A. Student Activity Fee** – A fee of \$2.55 per credit hour, up to a maximum of 15 credits, is assessed to all students, except those under special arrangement contracts.
- B. Student Activity Fee Revenue Loss Reimbursement** – A one-time recoup of revenue loss for Spring '20, Summer '20, and Fall '20 semesters as allowed by the Higher Education Emergency Relief Fund (HEER).
- C. ID Card Replacements** – A fee of \$10 is charged for replacement student ID cards. TCC requires all students to carry their TCC ID card while on campus.

II. EXPENDITURES

The funding allocated to each campus is based on an 80/20 formula in which 20% of the funds are distributed evenly among the campuses, and the remaining 80% is distributed as follows: Virginia Beach – 40%, Chesapeake – 20%, Norfolk – 20%, and Portsmouth – 20%. This formula is applied to all categories of expenditures except Student Activities – College-wide (E) and Student Activities Identification System (I).

A-D. Student Activities

Student Life offices provide holistic student development and programming inclusive of, but not limited to, Student Government Association, student organizations, engagement, volunteerism, community outreach, leadership development, marketing, recreation, E-sports, diversity, and cultural inclusion that has been approved by the Director of Student Life. Student Life professionals utilize local funds to support the needs of the student population, promote student engagement and retention, and support the colleges' strategic plan initiatives.

- 1. Student Government Association – Funding is used for stipends, apparel, programming support, recruitment and retention, office supplies, campus-wide initiatives, and additional support as deemed appropriate and approved by the Director of Student Life.
- 2. Programming – Funding is provided for planned student life programming which includes, but is not limited to, life skills, social integration, self-management, wellness, social responsibility, cultural awareness, diversity, inclusion, student and community engagement, enrichment, volunteerism, and leadership development. Programming support needs include, but are not limited to, speakers, presenters, entertainment, marketing, promotional materials, and apparel.

3. Student Organizations – Funding is used for leadership development, club and organization support, conferences, training, speakers, enrichment, honor societies, campus initiatives, community outreach, student engagement, honorariums, and recognitions.
4. Contingency Fund – Funding is provided to fund special initiatives, technology and equipment upkeep, and other miscellaneous expenses that may emerge during the fiscal year.

E. Student Activities – College-wide

1. Visual Arts Center – Funds are provided for special art exhibitions, honoraria, refreshments for opening receptions, and other college-wide activities of the Visual Arts Center. The Norfolk Campus manages this budget.
2. Student Resource and Empowerment Center – Funds support college-wide programs and services focused on issues critical to the success of all students, but specifically populations of underserved students to persist in their academic pursuits. The Director of the Student Resource and Empowerment Center manages this budget.
3. Student Federation Council – Provides college wide funding and support for Student Government Association for professional and leadership development, training, conferences, registrations, education initiatives and affiliated student travel, honor cords and recognition, and professional organization memberships. The Vice President for Student Affairs approves these expenditures.
4. Intercultural Learning – Funds support intercultural learning initiatives across the college (e.g. The Literary Festival, Hispanic Heritage Month, Women’s History Month, the Martin Luther King Awards and Recognition/Black History Month Program, etc.). The Director of the Student Resource and Empowerment Center manages this budget.
5. Virtual Student Center – Funding is provided to support Virtual Student Center special initiatives and programming. Initiatives and programming support include, but is not limited to, speakers, presenters, entertainment, marketing, promotional materials, and apparel.

F. Learning Assistance Fund – Provides salaries for administrative support, tutors, and supplemental instructors to assist students experiencing academic difficulties and operating funds for tutoring centers on each campus.

G. College-wide Contingency Fund – Provides the campus with funding to support specific campus student activities. Such activities include lecture series, speakers, and special events for current or prospective students, and public information related to such events. These funds are managed by the Vice President for Academic Affairs and the Vice President for Student Affairs.

H. Deans' Contingency Fund – Provides funding for the campus deans to support student success activities. These include welcoming receptions for various student groups, student and staff recognitions, professional development, travel and other related expenses, campus improvements, meetings with students, staff and student workshops and retreats, and various student retention efforts.

I. Student Activities Identification System – These funds are used for supplies and the CBORD software maintenance agreement for the college-wide student identification system.

III. TRANSFERS – Funds are transferred to the Student Center budget to cover the costs of campus Student Life personnel and student identification personnel.

**TIDEWATER COMMUNITY COLLEGE
INSTITUTIONAL AUXILIARY BUDGET
July 1, 2021 - November 30, 2021**

	Budget 2022	Revenues/ Expenditures	Encumbrances	Variance	% Realized
Fund Balance 7/1/21		\$ 16,391,129			
I. Revenues					
A. Institutional Fee	\$ 2,286,360	\$ 1,302,039	\$ -	\$ 984,321	57%
B. Institutional Fee Revenue Loss Reimbursement	\$ 618,237			\$ 618,237	0%
C. Student Parking Sales	20,000	4,121		15,879	21%
D. Student HRT Pass Sales	10,000	6,125		3,875	61%
E. Miscellaneous Revenue	3,600			3,600	0%
Total Revenues	\$ 2,938,197	\$ 1,312,285	\$ -	\$ 1,625,912	45%
Total Resources (Revenue & Fund Bal.)					
		\$ 17,703,414			
II. Expenditures					
A. Chesapeake Campus Parking Garage - Debt Service	\$ -	\$ 105,905	\$ -	\$ (105,905)	
B. Chesapeake Campus Parking Lot - Debt Service	333,500	312,375		21,125	94%
C. Chesapeake Parking Garage Operating Expenses					
1. Personnel	5,250			5,250	0%
2. Utilities	10,000	2,858		7,142	29%
3. Security					
4. General Maintenance	50,000	5,866	29,163	14,971	70%
D. College-wide Parking Lot Improvements	150,000	63,467	1,950	84,583	44%
E. Hampton Roads Transit (HRT) Passes	98,500	42,840		55,660	43%
F. Student Parking	52,140			52,140	0%
G. Visual Arts Center Parking Lease	12,667			12,667	0%
H. College-wide Wayfinding	542,475	21,460	34,559	486,456	10%
I. Security Camera Implementation	225,000			225,000	0%
Total Expenditures	\$ 1,479,532	\$ 554,771	\$ 65,672	\$ 859,089	42%
Fund Balance 10/31/21					
		\$ 17,148,643			

Approved by the Local College Board on May 11, 2021

VPA-CFO 12/10/21

**TIDEWATER COMMUNITY COLLEGE
INSTITUTIONAL AUXILIARY BUDGET
Narrative Justification
FY2022**

I. REVENUES

The revenues for the Institutional Auxiliary Budget are based on a projection of 10,875 annualized FTES.

- A. Institutional Fee** – A fee of \$7.30 per credit hour, up to a maximum of 15 credits, is assessed to all students, except those under special arrangement contracts.
- B. Institutional Fee Revenue Loss Reimbursement** – A one-time recoup of revenue loss for Spring '20, Summer '20, and Fall '20 semesters as allowed by the Higher Education Emergency Relief Fund (HEER).
- C. Student Parking Sales** – Revenue from the sale of the City of Norfolk parking garage spaces to students on the Norfolk Campus. Student cost is at a reduced rate because the Institutional Fee subsidizes the total cost.
- D. Student HRT Pass Sales** – Revenue from the sale of HRT passes to students at all campuses. These passes are sold to students at a reduced rate because the Institutional Fee subsidizes the total cost.
- E. Miscellaneous Revenue** – Revenue from leasing of the TCC parking lots or garage.

II. EXPENDITURES

- A. Chesapeake Campus Parking Garage – Debt Service** – Funds for the debt service of the Chesapeake Campus Parking Garage. This reflects the first year of a two-year moratorium on the annual debt service payments. Payment one of eleven of the restructured debt service payments will commence in FY23.
- B. Chesapeake Campus Parking Lot – Debt Service** – Funds for the debt service of the Chesapeake Campus parking lot. This reflects the twelfth year of a 15-year annual debt service payment.
- C. Chesapeake Campus Parking Garage – Operating Expenses** – Funds for general maintenance, preventative maintenance, repair, security services, custodial, and the utilities associated with the Chesapeake Campus garage.
- D. College-wide Parking Lot Improvements** – Funds to provide parking lot and roadway improvements on three campuses with such facilities.
- E. Hampton Roads Transit (HRT) Passes** – Cost to purchase the GoSemester Passes from HRT to provide transportation services to students at a discounted rate, including light rail, bus, and ferry. Expenditures are reduced as a result of credits with HRT from unused passes during COVID-19.

- F. **Student Parking** – Cost of parking for students in City of Norfolk Parking Garage.
- G. **Visual Arts Center Parking Lease** – Parking lease remainder payments for the Visual Arts Center which terminates effective June 30, 2021.
- H. **College-wide Wayfinding** – Costs to improve and enhance signage across all campuses and the District Office.
- I. **Security Camera Implementation** – Cost to design and implement security cameras at the four student centers and the Chesapeake Campus parking garage.

TIDEWATER COMMUNITY COLLEGE
STUDENT CENTER BUDGET
July 1, 2021 - November 30, 2021

	Budget 2022	Revenues/ Expenditures	Encumbrances	Variance	% Realized
Fund Balance 7/1/21		\$ 16,021,559			
I. Revenues					
A. Auxiliary Capital Fee	\$ 6,107,400	\$ 3,467,789	\$ -	\$ 2,639,611	57%
B. Aux Cap Fee Revenue Reimbursement	1,651,455			1,651,455	0%
C. Transfer-In from Student Activities Budget	537,948	224,145		313,803	42%
D. Food Service Commission	10,000			10,000	0%
E. Miscellaneous Revenue	10,000	2,153		7,847	22%
Total Revenues	\$ 8,316,803	\$ 3,694,087	\$ -	\$ 4,622,716	44%
Total Resources (Revenue & Fund Balance)					
		\$ 19,715,646			
II. Expenditures					
A. Bond Debt Service					
1. Student Center - Norfolk Campus	\$ 298,611	\$ 150,061	\$ -	\$ 148,550	50%
2. Student Center - Chesapeake Campus	685,757	471,830		213,927	69%
3. Student Center - Portsmouth Campus	1,243,831	950,869		292,962	76%
4. Student Center - Virginia Beach Campus	969,634	665,490		304,144	69%
Subtotal--Bond Debt Service	\$ 3,197,833	\$ 2,238,250	\$ -	\$ 959,583	70%
B. Norfolk Student Center					
1. General Operations					
a. Personnel	\$ 327,098	\$ 120,243	\$ -	\$ 206,855	37%
b. Operating Expenses	25,000	3,225	1,948	19,827	21%
Subtotal--General Operations	\$ 352,098	\$ 123,468	\$ 1,948	\$ 226,682	36%
2. Facility Operations					
a. Utilities	\$ 100,000	\$ 38,737	\$ -	\$ 61,263	39%
b. Security	58,000	15,780	39,111	3,109	95%
c. Custodial					
1. Personnel	116,000	36,406		79,594	31%
2. Expenditures	12,000	651	5,745	5,604	53%
d. General Maintenance					
1. Personnel	54,000	31,044		22,956	57%
2. Expenditures	60,000	28,976	78,267	(47,243)	179%
e. Insurance	7,700			7,700	0%
f. Network & Telecommunications	35,942	14,976		20,966	42%
Subtotal--Facility Operations	\$ 443,642	\$ 166,570	\$ 123,123	\$ 153,949	65%
3. Food Services					
a. Equipment Mtce. & Replacement	\$ 7,875	\$ 6,656	\$ 1,651	\$ (432)	105%
Subtotal--Food Services	\$ 7,875	\$ 6,656	\$ 1,651	\$ (432)	105%
Subtotal--Norfolk Student Center	\$ 803,615	\$ 296,694	\$ 126,722	\$ 380,199	53%
C. Chesapeake Student Center					
1. General Operations					
a. Personnel	\$ 326,817	\$ 144,239	\$ -	\$ 182,578	44%
b. Operating Expenses	25,000	8,175	3,326	13,499	46%
Subtotal--General Operations	\$ 351,817	\$ 152,414	\$ 3,326	\$ 196,077	44%

	Budget 2022	Revenues/ Expenditures	Encumbrances	Variance	% Realized
2. Facility Operations					
a. Utilities	\$ 110,000	\$ 62,226	\$ -	\$ 47,774	57%
b. Security	41,000	16,270	22,283	2,447	94%
c. Custodial					
1. Personnel	120,362	27,896		92,466	23%
2. Expenditures	12,000	132	1,879	9,989	17%
d. General Maintenance					
1. Personnel	54,000	32,109		21,891	59%
2. Expenditures	60,000	29,775	58,261	(28,036)	147%
e. Insurance	8,400	-		8,400	0%
f. Network & Telecommunications	34,686	14,453		20,234	42%
Subtotal--Facility Operations	\$ 440,448	\$ 182,861	\$ 82,423	\$ 175,165	60%
3. Food Services					
a. Equipment Mtce. & Replacement	\$ 5,750	\$ 4,146	\$ 1,782	\$ (178)	103%
Subtotal--Food Services	\$ 5,750	\$ 4,146	\$ 1,782	\$ (178)	103%
Subtotal--Chesapeake Student Center	\$ 798,015	\$ 339,421	\$ 87,531	\$ 371,064	54%
D. Portsmouth Student Center					
1. General Operations					
a. Personnel	\$ 329,312	\$ 128,253	\$ -	\$ 201,059	39%
b. Operating Expenses	25,000	4,407	1,802	18,791	25%
Subtotal--General Operations	\$ 354,312	\$ 132,660	\$ 1,802	\$ 219,850	38%
2. Facility Operations					
a. Utilities	\$ 110,000	\$ 48,131	\$ -	\$ 61,869	44%
b. Security	51,000	6,440	41,927	2,633	95%
c. Custodial					
1. Personnel	118,379	26,630		91,749	22%
2. Expenditures	12,000	169	3,338	8,493	29%
d. General Maintenance					
1. Personnel	52,000	29,760		22,240	57%
2. Expenditures	50,000	12,950	21,451	15,599	69%
e. Insurance	8,250			8,250	0%
f. Network & Telecommunications	40,045	16,685		23,360	42%
Subtotal--Facility Operations	\$ 441,674	\$ 140,765	\$ 66,716	\$ 234,193	47%
3. Food Services					
a. Equipment Mtce. & Replacement	\$ 7,725	\$ 1,826	\$ 1,546	\$ 4,353	44%
Subtotal--Food Services	\$ 7,725	\$ 1,826	\$ 1,546	\$ 4,353	44%
Subtotal--Portsmouth Student Center	\$ 803,711	\$ 275,251	\$ 70,064	\$ 458,396	43%
E. Virginia Beach Student Center					
1. General Operations					
a. Personnel	\$ 427,039	\$ 144,973	\$ -	\$ 282,066	34%
b. Operating Expenses	40,000	7,751		32,249	19%
Subtotal--General Operations	\$ 467,039	\$ 152,724	\$ -	\$ 314,315	33%

	Budget 2022	Revenues/ Expenditures	Encumbrances	Variance	% Realized
2. Facility Operations					
a. Utilities	\$ 46,000	\$ 12,886	\$ -	\$ 33,114	28%
b. Security	46,000	15,281	22,414	8,305	82%
c. Custodial					
1. Personnel	189,000	49,675		139,325	26%
2. Expenditures	12,000	802	2,686	8,512	29%
d. General Maintenance					
1. Personnel	91,000	45,300		45,700	50%
2. Expenditures	65,000	21,539	24,476	18,985	71%
e. Insurance	12,350			12,350	0%
f. Network & Telecommunications	35,890	14,954		20,936	42%
Subtotal--Facility Operations	\$ 497,240	\$ 160,437	\$ 49,576	\$ 287,227	42%
3. Food Services					
a. Equipment Mtce. & Replacement	\$ 8,125	\$ 2,129	\$ 1,860	\$ 4,136	49%
Subtotal--Food Services	\$ 8,125	\$ 2,129	\$ 1,860	\$ 4,136	49%
Subtotal--Virginia Beach Student Center	\$ 972,404	\$ 315,290	\$ 51,436	\$ 605,678	38%
Total Expenditures	\$ 6,575,578	\$ 3,464,906	\$ 335,753	\$ 2,774,919	58%
III. Capital Maintenance Reserve	\$ 1,000,000	\$ 1,000,000	\$ -	\$ -	100%
Fund Balance 11/30/21		\$ 15,250,740			

Approved by the Local College Board on May 11, 2021

VPA-CFO 12/10/21

Capital Maintenance Reserve Fund FY14-FY21	\$ 9,500,000
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**TIDEWATER COMMUNITY COLLEGE
STUDENT CENTER BUDGET
Narrative Justification
FY2022**

I. REVENUES

The revenues for the Student Center Budget are based on a projection of 10,875 annualized FTEs.

- A. Auxiliary Capital Fee** – A fee is assessed to all students up to a maximum of 15 credit hours. The fee is \$19.50 per credit hour.
- B. Auxiliary Capital Fee Revenue Reimbursement** – A one-time recoup of revenue loss for Spring '20, Summer '20, and Fall '20 semesters as allowed by the Higher Education Emergency Relief Fund (HEER).
- C. Transfer-In from Student Activities Budget** – This transfer reflects the funding of positions from the Student Activities budget.
- D. Food Service Commission** – Estimated commissions from the college's food service contract.
- E. Miscellaneous Revenue** – Revenue generated from rental of student center facilities and other activities at the student centers.

II. EXPENDITURES

- A. Bond Debt Service** – Principal and interest payments due on VCBA Pooled Bonds used to finance the student centers. Fiscal Year 2022 payments are temporarily reduced as a result of Bond Debt restructure.
- B-E. Norfolk, Chesapeake, Portsmouth, & Virginia Beach Student Centers** –
 - 1. General Operations**
 - a. Personnel** – Staffing costs for Norfolk, Chesapeake, Portsmouth, and Virginia Beach Student Centers, including costs for Student Life personnel and student identification personnel.
 - b. Operating Expenses** – Funding for general operating expenses such as office supplies, travel, professional development, equipment repairs, etc.

2. **Facility Operations**

- a. **Utilities** – Utilities services for the student centers. Utilities include electrical, natural gas, water, and sewer.
 - b. **Security** – Unarmed security services for the student centers. The services are provided under the college's security contract. Additional coverage is provided for special events, and officers assigned elsewhere on campus are available to respond to situations, if necessary.
 - c. **Custodial** – Personnel costs, consumable materials for housecleaning, and trash and garbage disposal services for the student centers.
 - d. **General Maintenance** – Personnel costs, consumable materials, and contract services to maintain the student centers' mechanical, electrical, and other building systems.
 - e. **Insurance** – Estimated cost of insurance for the student centers.
 - f. **Network & Telecommunications** – Estimated cost of ongoing network and telecommunications support for the student centers.
3. **Food Services** – Cost of maintenance, repair, and replacement of food service equipment.

III. Capital Maintenance Reserve – Funds approximating 2% of the cost of the student center buildings will be transferred to a maintenance reserve account to fund future costs.

TIDEWATER COMMUNITY COLLEGE
AUXILIARY SERVICES BUDGET
July 1, 2021 - November 30, 2021

	Budget 2022	Revenue/ Expenditures	Encumbrances	Variance	% Realized
Fund Balance 7/1/21		\$ 10,874,004			
I. Revenues					
A. Bookstore	\$ 200,000	\$ 201,339	\$ -	\$ (1,339)	101%
B. Vending					
1. Exclusive Beverage Contract	41,600	28,470		13,130	68%
2. Vending - CRH	2,500	6,007		(3,507)	240%
C. Food Service - Joint-Use Library	750			750	0%
D. Municipal Support	24,000	24,000			100%
E. Interest Earnings	205,000	14,528		190,472	7%
F. Miscellaneous Revenue	100	146		(46)	146%
G. Auxiliary Services Loss Revenue Reimbursement	800,000			800,000	0%
Total Revenues	\$ 1,273,950	\$ 274,490	\$ -	\$ 999,460	22%
Total Resources (Revenue & Fund Bal.)					
		\$ 11,148,494	\$ -		
II. Expenditures					
A. Operating Expenses					
1. Banking Costs	\$ 6,000	\$ 643	\$ 3,905	\$ 1,452	76%
2. Miscellaneous Expenses	1,000			\$ 1,000	0%
3. Joint-Use Library Food Service Equipment	1,750	3,246	355	(1,851)	206%
Subtotal - Operating Expenses	\$ 8,750	\$ 3,889	\$ 4,260	\$ 601	93%
B. Faculty/Staff Parking	\$ 300,000	\$ -	\$ -	\$ 300,000	0%
C. College Community Events	\$ 15,000	\$ 2,912	\$ 279	\$ 11,809	21%
D. Financial Aid Adjustments	\$ 10,000	\$ (3,753)		\$ 13,753	-38%
E. Child Care Subsidy					
1. Norfolk	\$ 120,000	\$ -	\$ -	\$ 120,000	0%
2. Portsmouth	\$ 120,000			\$ 120,000	0%
Subtotal - Child Care Subsidy	\$ 240,000	\$ -	\$ -	\$ 240,000	0%
F. Auxiliary Service Operations					
1. Personnel	\$ 165,000	\$ 10,148	\$ -	\$ 154,852	6%
2. General Operating Costs	3,500	114		3,386	3%
3. Equipment/Software/Installation	33,000		1,400	31,600	4%
4. StormCard Marketing	4,000			4,000	0%
Subtotal - Auxiliary Service Operations	\$ 205,500	\$ 10,262	\$ 1,400	\$ 193,838	6%
G. Community Support					
1. College Board	\$ 2,500	\$ 920	\$ -	\$ 1,580	37%
2. President	15,000	7,762	247	6,991	53%
3. Vice Presidents					
a. Vice President for Academic Affairs & Chief Academic Officer	6,000	5,690		310	95%
b. Vice President for Administration & Chief Financial Officer	6,000	629	37	5,334	11%
c. Vice President for Information Systems & Institutional Effectiveness	6,000			6,000	0%
d. Vice President for Institutional Advancement	6,000	346		5,654	6%
e. Vice President for Workforce Solutions	6,000	397	492	5,111	15%
f. Vice President for Student Affairs	6,000			6,000	0%
4. Campus Deans					
a. Portsmouth	6,000	1,375		4,625	23%
b. Virginia Beach	12,000	3,438		8,562	29%
c. Chesapeake	6,000	1,375		4,625	23%
d. Norfolk	6,000			6,000	0%
5. Community Outreach	27,000			27,000	0%
6. Contingencies	3,500			3,500	0%
Subtotal - Community Support	\$ 114,000	\$ 21,932	\$ 776	\$ 91,292	20%

	Budget 2022	Revenue/ Expenditures	Encumbrances	Variance	% Realized
H. Deans' Discretionary Aid Fund					
1. Chesapeake	\$ 5,000	\$ -	\$ -	\$ 5,000	0%
2. Norfolk	5,000	1,484	225	3,291	34%
3. Portsmouth	5,000	1,353	93	3,554	29%
4. Virginia Beach	10,000			10,000	0%
Subtotal - Deans' Discretionary Aid Fund	\$ 25,000	\$ 2,837	\$ 318	\$ 21,845	13%
Subtotal - Expenditures	\$ 918,250	\$ 38,079	\$ 7,033	\$ 873,138	5%
III. Student Financial Assistance					
A. TCC Scholarships & Awards					
1. Art Scholarships	\$ 15,000	\$ 13,000	\$ -	\$ 2,000	87%
2. International Student Scholarships	15,500			15,500	0%
3. Culinary Match Program	3,000			3,000	0%
4. Martin Luther King Scholarship	5,576	2,224		3,352	40%
5. Military Scholarships	28,103			28,103	0%
6. ROTC Scholarships	13,489	2,224		11,265	16%
7. High School Scholarships					
a. Chesapeake	66,096	21,364		44,732	32%
1. LaVonne P. Ellis Scholarship	11,121	6,125		4,996	55%
2. Terri N. Thompson Scholarship	11,121	5,875		5,246	53%
b. Norfolk	43,704	19,244		24,460	44%
1. John T. Kavanaugh Scholarship	11,151	7,225		3,926	65%
2. John D. Padgett Scholarship	11,151	5,275		5,876	47%
c. Portsmouth	21,132	5,088		16,044	24%
1. Lee B. Armistead Scholarship	11,151	4,550		6,601	41%
d. Suffolk (Northern)	11,151			11,151	0%
e. Virginia Beach	99,819	35,447		64,372	36%
1. Stanley Waranch Scholarship	11,151	4,819		6,332	43%
2. Dorcas T. Helfant-Browning Scholarship	11,151	5,688		5,463	51%
3. Thomas H. Wilson Scholarship	11,151	3,472		7,679	31%
8. Dual Enrolled Scholarships					
1. Chesapeake	4,700			4,700	0%
2. Norfolk	4,700			4,700	0%
3. Portsmouth	4,700			4,700	0%
4. Virginia Beach	4,700			4,700	0%
9. LEAP Scholarships	600,000	590,315		9,685	98%
Subtotal - TCC Scholarships & Awards	\$ 1,030,518	\$ 731,935	\$ -	\$ 298,583	71%
Total Expenditures & Student Financial Assistance	\$ 1,948,768	\$ 770,014	\$ 7,033	\$ 1,171,721	40%
Fund Balance 11/30/21		\$ 10,378,480			

TIDEWATER COMMUNITY COLLEGE
AUXILIARY SERVICES BUDGET
Narrative Justification
FY2022

I. REVENUES

- A. **Bookstore** – Sales commissions from the Barnes & Noble bookstores operated at MacArthur Mall and the Virginia Beach Campus through December 2021. Also includes sales commissions from the new bookstore contract to be awarded beginning January 2022. All bookstores will be located on TCC campuses.
- B. **Vending** – Commissions from vending sales at all four campuses and the District Office.
- C. **Food Service – Joint-Use Library** – Commissions from the college food service contract with The Farley Group.
- D. **Municipal Support** – Contributions from the cities of Chesapeake, Norfolk, Portsmouth, and Virginia Beach.
- E. **Interest Earnings** – Interest earnings are calculated on a \$50 million average investment at .13%.
- F. **Miscellaneous Revenue** – Miscellaneous income from expired StormCard plans and other miscellaneous receipts.
- G. **Auxiliary Services Loss Revenue Reimbursement** – A one-time recoup of revenue loss for Spring '20, 'Summer '20, and Fall '20 semesters as allowed by the Higher Education Emergency Relief Fund (HEER).

II. EXPENDITURES

- A. **Operating Expenses** – Cost of bank fees, check stock, credit card fees, miscellaneous service fees, etc.
- B. **Faculty/Staff Parking** – Cost of faculty/staff parking in Norfolk including parking for adjunct faculty and visitors.
- C. **College Community Events** – Funds to sponsor events to enhance the spirit of community among the college's faculty and staff.
- D. **Financial Aid Adjustments** – Funding for financial aid adjustments resulting from administrative errors or similar circumstances.
- E. **Child Care Subsidy** – Funding to assist students with financial need for the cost of childcare on the Norfolk and Portsmouth campuses.

F. Auxiliary Service Operations

1. Personnel – Salaries and benefits for the college’s Auxiliary Services personnel.
2. General Operating Costs – Funds for training, office supplies, travel, and other miscellaneous expenses for the Auxiliary Services personnel.
3. Equipment/Software/Installation – Funds to support the college’s StormCard system. Funds are included for equipment, software, and installation of data lines.
4. StormCard Marketing – Funds used each year for promotional purposes.

G. Community Support

1. College Board – Funds for expenses of the Board meetings and other Board related expenses.
- 2., 3., & 4. President, Vice Presidents, and Campus Deans – Discretionary funds for hosting college-wide and/or required regional meetings for various administrators and ad hoc committees; luncheon and dinner meetings with various city and business officials; purchase of refreshments for meetings hosted at TCC; memberships in local and regional organizations to promote the college.
5. Community Outreach – Cost of attending functions sponsored by various civic organizations, sponsorships, and other community outreach activities.
6. Contingencies – Unanticipated obligations of the Board.

H. Deans’ Discretionary Aid Fund – Funds to assist students with emergency financial needs and enable them to attend classes at Tidewater Community College. The need must relate to the student’s cost of attendance at the college.

III. STUDENT FINANCIAL ASSISTANCE

A. TCC Scholarships & Awards

1. Art Scholarships – Awards to students with outstanding portfolios for study in fine arts, graphic design, or photography at TCC’s Visual Arts Center. Fifteen \$1,000 scholarships are available.
2. International Student Scholarships – Awards to international students on a competitive basis.
3. Culinary Match Program – Matching funds for Culinary Scholarships donated to the college.
4. Martin Luther King Scholarship – An award to a student who exemplifies the values of Dr. Martin Luther King.
5. Military Scholarships – Awards to dependents of service-persons from each branch of the military.
6. ROTC Scholarships – Awards to TCC students participating in the college's ROTC program through Old Dominion University and Norfolk State University.

7. High School Scholarships – Awards to an outstanding high school senior in each of the public high schools in the cities of Chesapeake, Norfolk, Portsmouth, Northern Suffolk, and Virginia Beach. Additional scholarships are included for the Advanced Technology Center in Virginia Beach, and the Norfolk and Chesapeake Technology Centers. The awards are for tuition and fees for the first and second years of attendance at TCC.

The Stanley Waranch Scholarship will be awarded annually to a Virginia Beach high school graduate of the Advanced Technology Center. The Local College Board named the scholarship in honor of Mr. Waranch on June 26, 2003 for his dedication and exemplary service to Tidewater Community College and those it serves.

The John T. Kavanaugh Scholarship will be awarded annually to a Norfolk high school graduate who has participated in the Navy Junior Reserve Officer Training Corps program. The Local College Board named the scholarship in honor of Mr. Kavanaugh on June 25, 2009 for his dedication and exemplary service to Tidewater Community College and those it serves.

The Dorcas T. Helfant-Browning Scholarship will be awarded annually to a Virginia Beach high school graduate. The Local College Board named the scholarship in honor of Ms. Helfant-Browning on June 25, 2009 for her dedication and exemplary service to Tidewater Community College and those it serves.

The LaVonne P. Ellis Scholarship will be awarded annually to a Chesapeake high school graduate. The Local College Board named the scholarship in honor of Ms. Ellis on June 26, 2012 for her dedication and exemplary service to Tidewater Community College and those it serves.

The Thomas H. Wilson Scholarship will be awarded annually to a Virginia Beach high school graduate. The Local College Board named the scholarship in honor of Mr. Wilson on September 10, 2013 for his dedication and exemplary service to Tidewater Community College and those it serves.

The Lee B. Armistead Scholarship will be awarded annually to a Portsmouth high school graduate. The Local College Board named the scholarship in honor of Dr. Armistead on May 10, 2016 for his dedication and exemplary service to Tidewater Community College and those it serves.

The Terri N. Thompson Scholarship will be awarded annually to a Chesapeake high school graduate. The Local College Board named the scholarship in honor of Ms. Thompson on January 14, 2019 for her dedication and exemplary service to Tidewater Community College and those it serves.

The John D. Padgett Scholarship will be awarded annually to a Norfolk high school graduate. The Local College Board named the scholarship in honor of Mr. Padgett on May 11, 2021 for his dedication and exemplary service to Tidewater Community College and those it serves.

8. Dual Enrolled Scholarships – Awards to high school students from the cities of Portsmouth, Virginia Beach, Chesapeake, and Norfolk. Ten scholarships will be awarded from each of the cities to need-based students for up to six credits.
9. L.E.A.P. Scholarships – Awards to recent high school graduates who are enrolled in courses within the Learn Explore Accelerate Persevere (LEAP) Program.

**TIDEWATER COMMUNITY COLLEGE
LOCAL CONTRIBUTIONS
AS OF NOVEMBER 30, 2021**

LOCALITIES	PLEGGED	RECEIVED	BALANCE
PORTSMOUTH:			
LOCAL BOARD (Operating)	6,000	6,000	
TOTAL-PORTSMOUTH	\$ 6,000	\$ 6,000	
VIRGINIA BEACH:			
LOCAL BOARD (Operating)	6,000	6,000	
TOTAL-VIRGINIA BEACH	\$ 6,000	\$ 6,000	
CHESAPEAKE:			
TECHNOLOGY	60,500	60,500	
LOCAL BOARD (Operating)	6,000	6,000	
TOTAL-CHESAPEAKE	\$ 66,500	\$ 66,500	
NORFOLK:			
LOCAL BOARD (Operating)	6,000	6,000	
TOTAL-NORFOLK	\$ 6,000	\$ 6,000	
TOTAL	\$ 84,500	\$ 84,500	\$ -

VPA-CFO 11/30/21

TIDEWATER COMMUNITY COLLEGE BOARD
AGENDA ITEM

MEETING: January 11, 2022
COMMITTEE: Finance & Facilities Committee
AGENDA ITEM: Final Financial Report for 2020-21

BACKGROUND:

The Commonwealth of Virginia operates on a July – June fiscal year. Following is the college’s final financial report for FY21.

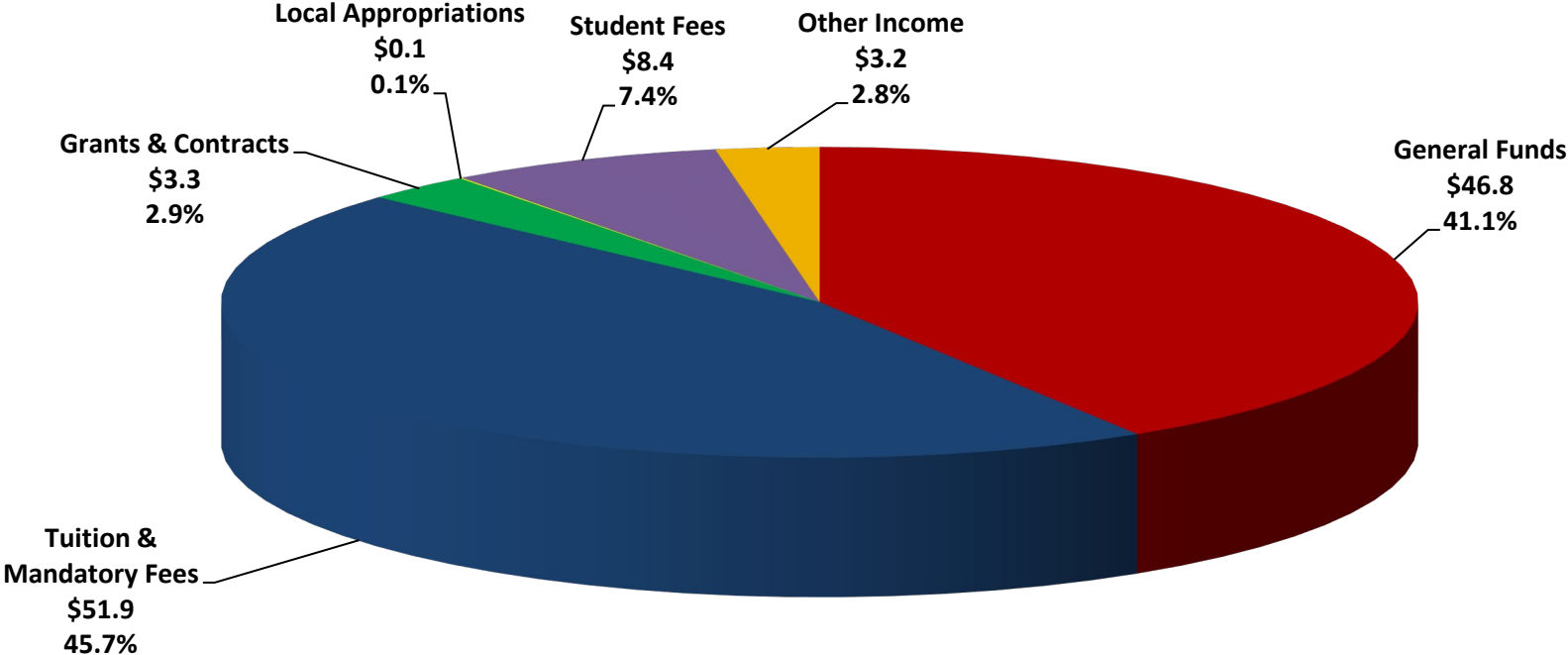
STAFF RECOMMENDATION:

None. This item is for information only.

STAFF LIAISON:

Heather Hardiman
Vice President for Administration and
Chief Financial Officer
hmccraig@tcc.edu
757-822-1738

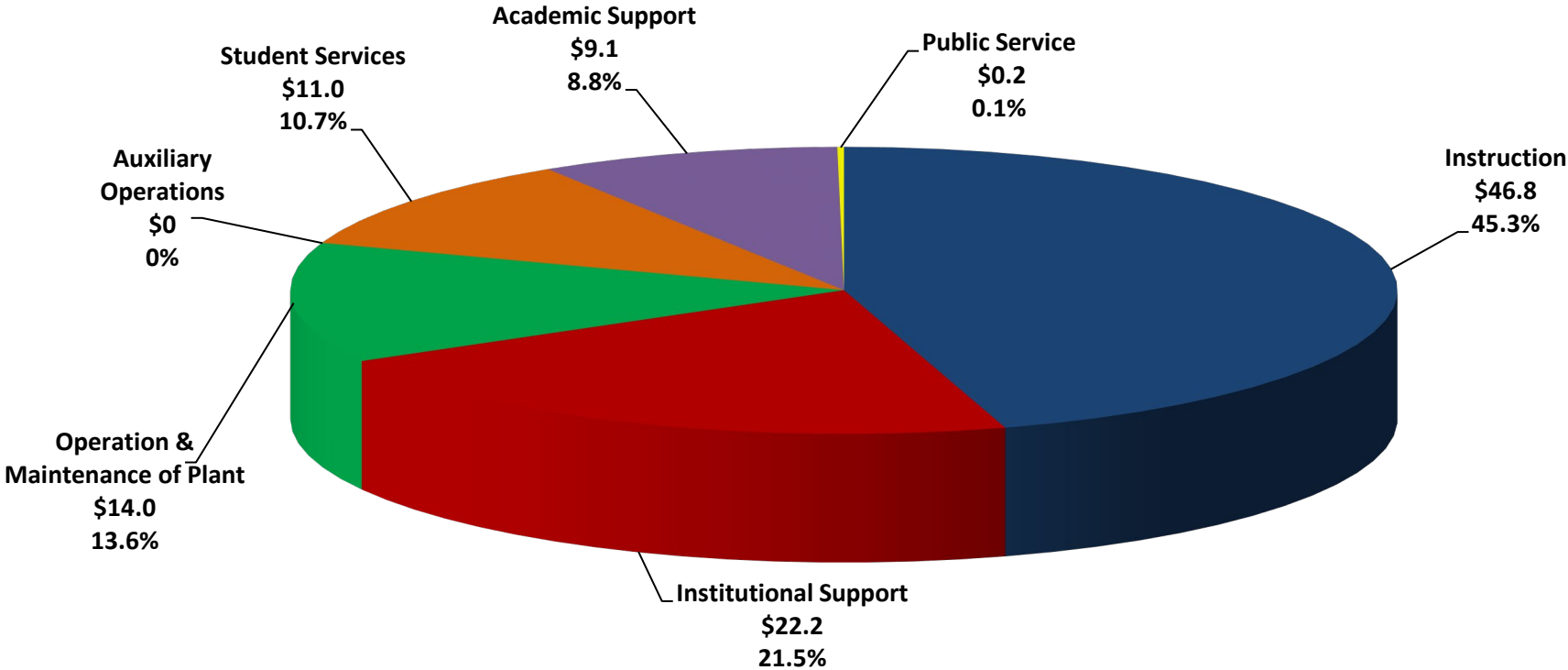
TIDEWATER COMMUNITY COLLEGE
Revenues
2020-21¹
\$113.7 Million



In Millions

¹As of June 30, 2021

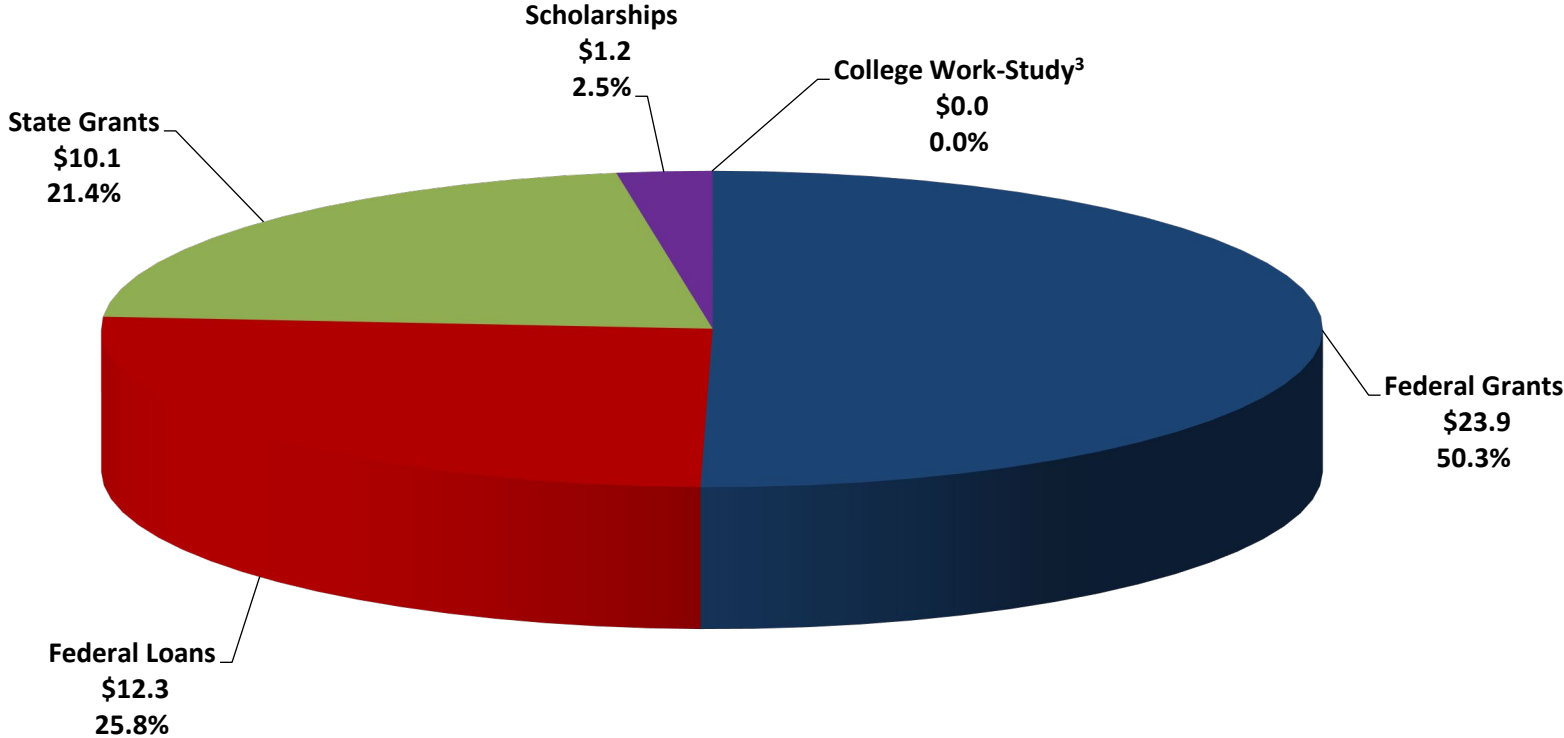
TIDEWATER COMMUNITY COLLEGE
Expenditures
2020-21¹
\$103.3 Million



In Millions

¹As of June 30, 2021

TIDEWATER COMMUNITY COLLEGE
Financial Aid
2020-21¹
\$47.5 Million²



In Millions

¹As of June 30, 2021

²Does not include \$5,982,625 in CARES Act Funds distributed directly to students

³Due to COVID, Federal Work-Study was converted to grants.

TIDEWATER COMMUNITY COLLEGE BOARD
AGENDA ITEM

MEETING: January 11, 2022
COMMITTEE: Finance & Facilities Committee
AGENDA ITEM: State Operating Budget for 2021-22

BACKGROUND:

The Commonwealth of Virginia operates on a July – June fiscal year. Following is an overview of the college's state operating budget for FY22.

STAFF RECOMMENDATION:

None. This item is for information only.

STAFF LIAISON:

Heather Hardiman
Vice President for Administration and
Chief Financial Officer
hmccraig@tcc.edu
757-822-1738

**TIDEWATER COMMUNITY COLLEGE
STATE OPERATING BUDGET FOR 2021-22**

REVENUES	2021-2022	NOTES
GENERAL FUNDS	46,520,953	1
TUITION REVENUE ADJUSTMENT/ENROLLMENT/OTHER	52,345,815	2
WORKFORCE SOLUTIONS	2,000,000	
EQUIPMENT TRUST FUND	2,000,000	
RESERVE/CARRYFORWARD	15,000,000	
FEDERAL FUNDS RELATED TO COVID-19	10,000,000	
TOTAL REVENUES EXPECTED	127,866,768	
EXPENDITURES - PERSONNEL SERVICES		
PERSONNEL SERVICES		
TEACHING FACULTY	19,185,189	3
ADMINISTRATIVE & PROFESSIONAL FACULTY	9,246,507	3
CLASSIFIED	18,029,753	3
ADJUNCT/OVERLOAD/SUMMER PAY	14,490,000	3
WAGE EMPLOYEES	4,935,000	3
WORKFORCE SOLUTIONS	2,000,000	
REALLOCATION, SICK/ANNUAL LEAVE/SEVERANCE	300,000	
FRINGES	22,350,000	
VACANCY	(2,000,000)	
TOTAL PERSONNEL SERVICES	88,536,449	
EXPENDITURES - OPERATING		
CHESAPEAKE CAMPUS		
STUDENT SERVICES	61,311	
ENGINEERING, SCIENCE, & MATH PATHWAY	250,556	
MANUFACTURING & TRANSPORTATION PATHWAY	53,672	
NORFOLK CAMPUS		
STUDENT SERVICES	74,658	
ARTS & HUMANITIES PATHWAY	64,748	
BUSINESS, COMPUTER SCIENCE & IT PATHWAY	91,102	
ROPER THEATER	191,678	
PORTSMOUTH CAMPUS		
STUDENT SERVICES	52,677	
MARITIME & SKILLED TRADES PATHWAY	159,944	
NURSING PATHWAY	42,361	
SOCIAL SCIENCE & EDUCATION PATHWAY	4,933	
VIRGINIA BEACH CAMPUS		
STUDENT SERVICES	97,539	
ADVANCED TECHNOLOGY CENTER	404,402	
JOINT-USE LIBRARY	506,043	
HEALTH PROFESSIONS PATHWAY	269,556	
PUBLIC & PROFESSIONAL SERVICES PATHWAY	75,207	
CAMPUS AND CENTER TOTALS	2,400,387	
OTHER OPERATING		
ACADEMIC AFFAIRS	636,828	
STUDENT AFFAIRS	682,669	
SAFETY & SECURITY	2,541,605	
FACILITIES MANAGEMENT	5,070,533	
FINANCE	45,028	
HUMAN RESOURCES	374,109	
INFORMATION SYSTEMS	2,638,870	
INSTITUTIONAL ADVANCEMENT	1,727,265	
INSTITUTIONAL EFFECTIVENESS	30,387	
OFFICE OF THE PRESIDENT	15,550	
OTHER FIXED COSTS	2,375,993	
WORKFORCE	1,000,000	
PROFESSIONAL DEVELOPMENT	348,500	
DUAL ENROLLMENT	2,300,000	
VCCS SHARED SERVICES	1,194,609	
OTHER OPERATING TOTAL	20,981,946	
ONE TIME PROJECTS	5,000,000	4
TOTAL BUDGETED EXPENDITURES	116,918,782	
RESERVE/CARRYFORWARD BALANCE	10,947,986	

VPA-CFO 9/7/21

Note 1: Reflects funds from the FY22 Validated General Funds Model.

Note 2: Reflects a projected enrollment decrease of .6%.

Note 3: Reflects a mandatory pay increase of 5%.

Note 4: Reflects one-time funds available for projects.

TIDEWATER COMMUNITY COLLEGE BOARD
AGENDA ITEM

MEETING: January 11, 2022
COMMITTEE: Finance & Facilities Committee
AGENDA ITEM: Student Financial Aid Cohort Default Rate

BACKGROUND:

A cohort default rate is the percentage of a school's borrowers who enter repayment on certain loans through the Family Federal Education Loan (FFEL) Program and/or William D. Ford Federal Direct Loan (Direct Loan) Program during a particular federal fiscal year, October 1st to September 30th, and default or meet other specified conditions within the cohort default period. A student is considered to have defaulted on their loan after 360 days of non-payment.

The 2018 three-year cohort represents students who entered repayment between October 1, 2017 through September 30, 2020 and defaulted before September 30, 2020.

STAFF RECOMMENDATION:

None. This item is for information only.

STAFF LIAISON:

Heather Hardiman
Vice President for Administration and
Chief Financial Officer
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