



BOARD MEETING PACKET



November 15, 2022

4:00 PM

GREEN DISTRICT ADMINISTRATION BUILDING

TIDEWATER COMMUNITY COLLEGE BOARD

NOVEMBER 15, 2022

4:00 P.M.

GREEN DISTRICT ADMINISTRATION BUILDING

LYNN CLEMENTS, CHAIR

PRESIDING

AGENDA

1. **Welcome and Call Meeting to Order** – (4:00 p.m.)
2. **Introduce New Board Member** – Ms. Wanda Cooper
3. **Program Highlight** – (10-15 min.)

“Public Safety”

Dr. Karen Campbell, Vice President of Student Affairs
Mike Powell, Director of Public Safety

4. **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).
5. **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 #329 for September 20, 2022 **(Attached)**
 - b. Proposal for Career Studies Certificate in Government Accountant **(Attached)**
 - c. Dr. Tim Kerr Honorary Plaque **(Attached)**
6. **Curriculum, Student Development, & Workforce Committee Report** – Dr. Barry C. Brown, Chair **(10 min.)**
 - a. Academic Affairs Update – Dr. Woodhouse
 - b. Student Affairs Update – Dr. Campbell
 - c. Workforce Solutions Update – Ms. Williams
7. **Finance & Facilities Committee Report** – Dr. Kirk T. Houston, Chair **(10 min.)**
 - a. Local Funds Financial Statements for Month Ending September 30, 2022 **(Attached)**
 - b. Student Financial Aid Cohort Default Rate **(Attached)**

8. **Advocacy Committee Report** – Ms. Kim McCallum, Chair *(10 min.)*
9. **Educational Foundation Liaison Report** – Ms. Cynthia Free *(5 min.)*
10. **Real Estate Liaison Report** – Dr. Kirk T. Houston *(5 min.)*
11. **Discussion & Approval of Action Item(s)** (Removed from Consent Agenda) – *(10 min.)*
12. **President’s Report** – *(10 min.)*
 - a. Enrollment Report w/Mr. Aasen
 - b. General Updates
13. **Chair’s Report & Announcements** – *(10 min.)*
 - a. Updates
 - b. Closed Session
14. **Adjournment**

TIDEWATER COMMUNITY COLLEGE BOARD

MEETING NO. 329

SEPTEMBER 20, 2022

Meeting number three hundred twenty-nine of the Tidewater Community College Board was held at the Portsmouth Campus Student Center on Tuesday, September 20, 2022.

Members Present: Barry C. Brown
Lynn B. Clements
Cynthia (Cindy) S. Free
Dr. Kirk Houston, Sr.
Kim McCallum
Jerome A. Bynum
Dr. Marcia Conston
Ron Green
James (Jay) N. Lucado
Charles A. Tysinger

Members Absent: Lindsey Anderson, William (Bill) Crow

Others Present: Curtis K. Aasen, Vice President for Information Systems and Institutional Effectiveness
Christopher Bryant, Vice President of Institutional Advancement
Sarah DiCalogero, President's Advisory & Planning Council Chair
Latesha D. Johnson, Executive Assistant to the President
Sarah (Beth) Lunde, Associate Vice President for Human Resources
Heather McCraig, Vice President for Finance
Tiffanye Sledge, Chair of Faculty Senate
Tamara S. Williams, Vice President for Workforce Solutions
Michelle W. Woodhouse, Vice President for Academic Affairs & Chief Academic Officer

1. **Welcome and Call to Order**

Ms. Clements, chair, determined the presence of a quorum and called the meeting to order at 4:05 p.m., and welcomed guests.

2. **Program Highlight**

Dr. Conston invited Ms. Williams and Mr. Aasen to present on TCC's Economic Impact Study as the featured program highlight.

TCC's five-year strategic plan, *Innovate 2026*, outlines the need for an economic impact study to measure the college's economic influence. The report will be used for marketing, outreach, and development. Chmura Economics & Analytics (Chmura) was contracted to assist with the analysis. The study elements included: 1) the region's economic health; 2) TCC's economic impact (operations, capital expenditures, and student impact); 3) fiscal impact; and 4) alumni impact.

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According to the study, over the past two decades, employment growth in the TCC service region grew at an average rate of 0.1% per year, slower than the state average of 0.4% and the national average of 0.3%. As of the first quarter of 2021, the average annual wage per worker in the TCC areas was \$53,387. This was lower than both the state average of \$64,488 and the national average of \$63,393. In FY2020-21, TCC's total economic impact was \$221.1 million (operations \$201.5 million; capital expenditures \$14.3 million; and student spending \$5.4 million). The college's fiscal impact totaled \$163,183 (local government) and \$3,130,110 (state government). TCC's alumni impact reflected 82,012 graduates since 1970; 10.4% of the regional workforce are TCC alumni; TCC educated an estimated 27.1% of all adults in the service region with some college, certificates, or associate degrees; \$714.0 million increased wages; and an additional \$35.8 million in state income taxes.

3. Adoption of Consent Agenda

Ms. Clements inquired if there were requests to remove any item(s) from the consent agenda to the full agenda. Hearing none, she asked for a motion to accept the consent agenda. On a motion by Ms. McCallum, seconded by Mr. Bynum, the board approved the consent agenda as presented.

4. Approval of Action Items on Consent Agenda

Referring to Tabs 4a and 4b of the meeting packet, the board approved Meeting Minutes #327 for May 10, 2022, and Meeting Minutes #328 for August 9, 2022.

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

a. **Academic Affairs Update** – Dr. Woodhouse reported on Dual Enrollment (DE), one of the academic initiatives for 2022-23. She noted that the DE headcount increased 48.6% (2,074) and FTE increased 45% (221). Dual enrollment increased 60.2% in Chesapeake, 98.8% in Norfolk, 13.7 % in Portsmouth, 26.9% in Virginia Beach, and 52.4% at the Regional Automotive Center. New projects and course offerings this year will include: child development; preschool childcare development associate; welding; Uniform Certificate of General Studies (Virtual Virginia); cybersecurity and network foundations; and veterinary assistant.

b. **Workforce Solutions Update** – Ms. Williams reported on industry collaborations with three businesses. The Port of Virginia provides ongoing safety training and OEM training; short-term and extended training; and the port is building a workforce pipeline (future apprenticeship model). Rivers Casino has 280 students enrolled in its dealer's school. The training started in August, creating a workforce pipeline. The casino will also train for all operations. TCC's cohort model for the Amazon career pathway will consist of solar technicians and clinical medical assistants. Ms. Williams also shared that 36 students (16 are Virginia Challenge Youth students) will graduate from the Jobs Skills Program (JSTP). The graduation will be held September 21, 6:00 pm at the Roper Theatre.

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

a. **Final Local Financial Statements for Year Ending June 30, 2022.** At the invitation of Dr. Houston, Ms. McCraig provided the final local financial statements for the year ending June 30, 2022. She highlighted balances for the student activities budget (\$1.9 million);

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institutional auxiliary budget (\$18.1 million); student center budget (\$16.5 million); and the auxiliary services budget (\$9.8 million). The capital maintenance reserve fund is \$9.5 million. Local investments and contributions from Chesapeake, Norfolk, Portsmouth, and Virginia Beach remained as expected.

- b. Local Fund Financial Statements for Month Ending July 31, 2022. Ms. McCraig provided the local financial statements for the month ending July 31, 2022. Due to the timing of bond payments for the student centers and certain encumbrances charged on an annual basis, the revenues were very low, as well as the expenditures. Local investments and contributions from Chesapeake, Norfolk, Portsmouth, and Virginia Beach remained as expected. The average yield on investments of \$49.7 million earned \$12,415 since July 1st.
- c. Final Financial Report for 2021-22. Ms. McCraig noted that revenues for 2021-22 are \$111.6 million, which represents tuition & mandatory fees, grants & contracts, local appropriations, student fees, general funds and other income. Expenditures remained at \$105 million. Financial Aid is \$45.3 million for 2021-22. Federal grants, state grants, and scholarships represent free aid that goes to students.
- d. State Operating Budget- Fiscal Year 2022-23. The State Operating Budget currently has a \$1 million reserve.
- e. Space Utilization Study. The college is preparing to perform a space utilization study in preparation for the ten-year master planning process. This study establishes a college-wide knowledge base for space as TCC embarks on the master plan. It also enables the college to right-size classrooms by improving room utilization rates, which improves justification for additional space or renovated spaces. In addition to building conditions, capital funding decisions are based on space utilization rates. The State Council of Higher Education in Virginia (SCHEV) tracks this information for all state institutions.

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

The Advocacy committee met September 19 and set a meeting schedule for 2023. Mr. Bryant reported that four delegates visited TCC campuses between June and September—three local delegates as well as a former speaker of the Virginia House of Delegates. Delegate Ann Ferrell Tata and one of her staffers, who is a TCC alum, toured the Virginia Beach Campus in June, as well as Delegate Karen Greenhalgh. Delegate Jackie Glass, a Navy veteran, toured the Norfolk campus. Eileen Filler-Corn, who represents the 41st House District in Northern Virginia and served as the 56th Speaker of the House toured the Virginia Beach campus. Ms. McCallum also shared that Delegate Glass will serve as speaker for the Workforce Job Skills Training Program graduation on September 21, 2022.

8. Educational Foundation Liaison Report – Ms. Cynthia (Cindy) Free

Ms. Free invited Mr. Bryant to provide the Educational Foundation report. Mr. Bryant reported that the Educational Foundation refined its branded talking points to serve the college and advance the vision of TCC. The Ed Foundational Board completed its six-month goal to expand board membership, by adding five new members, and conducted a board retreat. Mr. Bryant shared that the college engaged in a staff and employee giving initiative: TCC Proud (Proud of

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my Purpose). A goal was set to ask 131 donors for \$57,000. Institutional Advancement is expanding its staff team to be more aligned with college needs and overall philanthropy models. The college is aggressively directing its growth with the expansion of the Skilled Trades Academy and the new Visual Arts Center.

9. Real Estate Liaison Report – Dr. Kirk Houston

Dr. Houston invited Dr. Conston to provide an update for the Real Estate Foundation Board. Dr. Conston shared that the following initiatives are moving forward:

- Continuing the delisting efforts of the Suffolk property;
- Complete the rezoning process;
- Prepare counter offer and reach agreement with the Hampton Roads Sanitation District (HRSD) on sale and easements by December 2022;
- Complete design of primary roadway in agreement with HRSD and the City of Suffolk; and
- HRSD pipeline construction scheduled for January 2023. However, the land purchase /easement agreement between HRSD and the REF must be accomplished.

Dr. Conston also reported that the Development Committee met with Mayor Duman and City Manager Al Moor to provide them with an update on the Suffolk property. She also noted that a few of the President's Cabinet members will present at the upcoming TCCREF board retreat on October 13th.

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

- a. Nothing to report.

11. President's Report

- a. Enrollment Update. Dr. Conston invited Mr. Aasen to provide an enrollment update. To date, Full-time Equivalent (FTE) is down -8.6% and student headcount is down -7.3% from last year. Key metric rates for first-time-in-college (FTIC) students decreased -1.9%; new-student applications increased +47.6%; and average credits increased +2.0%. Spring-to-Fall re-enrollment decreased by -541 students. Dual enrollment increased in FTE (+52.5%) and student headcount (+47.3%). Mr. Aasen presented a chart of the Virginia Community College System (VCCS) enrollment for Fall 2022, noting TCC's declines in FTE enrollment (-8.6%) and student headcount (-7.3%).
- b. General Updates. Dr. Conston provided the following updates:
 - Delceno Miles resigned from the College Board to assume the interim role on the Virginia Beach City Council. Dr. Conston and Ms. Clements attended the swearing-in ceremony.
 - Dr. Conston and Mr. Bryant are scheduled to meet with the Norfolk City Council for a major ask from the City of Norfolk in support of the Visual Arts Center.
 - Dr. Conston attended a joint SCHEV and Council of Presidents (COP) meeting, where the Secretary of Education, Aimee Guidera, spoke. Ms. Guidera mentioned that the administration will have a series of road trips within the next six months, to

include visiting the universities and all community colleges. The focus of the administration is keeping tuition flat for all institutions and student life issues centered on mental health and college life preparedness. Dr. Conston noted that the governor holds quarterly meetings with the COP. The next meeting is October 26.

- In addition to Ms. McCallum’s update, Dr. Conston shared more legislative priorities. She noted the following:
 - The second short session will be held January 11 – February 25;
 - The VCCS is preparing items for the general assembly;
 - The governor’s budget will be introduced December 15; and
 - Priorities for TCC include the Walker building and funding for the 5% salary increase.
- Dr. Conston met with Delegate Angelia Williams-Graves and toured the Walker building. She also met with Delegate Barry Knight, along with the interim Chancellor, Dr. Sharon Morrissey, to discuss the colleges legislative priorities
- In mid-August, Dr. Conston and Ms. Williams met with Dr. Latitia McCane, President of the Apprentice School to explore opportunities of a partnership.
- The president met with Cathie Vick, Virginia Port of Authority, to discuss increased training for the port.
- Dr. Conston also met with Dr. Scott Miller, President of Virginia Wesleyan University, to collaborate on our new program, Tidewater Promise.
- Lastly, Dr. Conston shared that she wants to maintain a focus on enrollment management. The Institutional Advancement staff is working aggressively to award all scholarships. Since last week, the college has awarded 338 scholarships, totaling \$338,000. However, we received over 3,000 applications. Dr. Conston acknowledged that we need to be more aggressive with awarding scholarships.

12. Chair’s Report & Announcements

- a. General Updates. Ms. Clements reported that Dr. Conston nominated her to participate in the VCCS listening session, as a business and community leader, to learn what Virginia needs most in the next chancellor. Participants were asked two questions; “*Why should someone apply to be the next chancellor?*” and “*What would you look for in someone to be a leader of higher education in Virginia?*” All who participated were informed and had great input.

Announcements:

- ODU’s presidential inauguration will be held October 20-22, 2022.
- The Hampton Road Chamber 2022 State of the Region Address is October 4, 2022 at the Norfolk Waterside Marriott.

- The last board meeting for the year is scheduled for Tuesday, November 15, 4:00 p.m. in the Green District Administration building.

13. Adjournment

There being no further business to come before the board, Ms. Clements adjourned the meeting at 5:54 p.m.

Respectfully submitted,



Marcia Conston, Ph.D.
Secretary to the Board

APPROVAL

Lynn B. Clements
Chair

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TIDEWATER COMMUNITY COLLEGE BOARD

AGENDA ITEM

MEETING: November 15, 2022

COMMITTEE: Curriculum, Student Development, & Workforce Committee

AGENDA ITEM: Proposal for Career Studies Certificate: Government Accountant

BACKGROUND:

The CSC: Government Accountant responds to the expanding need for accountant training in the government and Armed Forces sectors.

- TCC currently provides accounting courses on-site (and online) at the Coast Guard Financial Center (CGFC) in Chesapeake, VA. While these courses are open to the public, most of the students who take classes with the CGFC cohort are employees of the CGFC. These students are interested in taking 24 credits in accounting to become eligible for a promotion under GS 0510. The GS 0510 qualification requires the completion of 24 semester hours in accounting, including auditing.
- TCC's existing Career Studies Certificate: Accounting Technician and the Accounting Specialist Certificate do not currently meet the needs of government employees who wish to take only 24 credits in accounting. The creation of a career studies certificate for a Government Accountant will help the college serve government employees.
- According to the Bureau of Labor Statistics, the job outlook for students with this skill set is favorable, with over 1,000 annual job openings projected in the Coastal Virginia region. There is also significant growth in the state for Accountants (10.2%), Financial Examiners (22.9%), Budget Analysts (8.2%), and Financial Analysts (9.3% change). Many students who attend college in our area can secure employment in other areas of the state.
- The Accounting faculty voted in favor of offering this new certificate and comments and feedback were favorable when solicited at the May 2022 Advisory Board Meeting

STAFF RECOMMENDATION:

That the College Board approve the proposed Career Studies Certificate: Government Accountant.

STAFF LIAISON:

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

CAREER STUDIES CERTIFICATE

Government Accountant

Semester 1

Course No.	Course Title	Credits	Prerequisites	Co-Requisites
ACC 211	Principles of Accounting I	3	None	None
ACC 212	Principles of Accounting II	3	ACC 211	None
Semester Credits		6		

Semester 2

Course No.	Course Title	Credits	Prerequisites	Co-Requisites
ACC 221	Intermediate Accounting	4	ACC 212 or equivalent	None
ACC 219	Government and Non-Profit Accounting	3	None	None
Semester Credits		7		

Semester 3

Course No.	Course Title	Credits	Prerequisites	Co-Requisites
ACC 222	Intermediate Accounting II	4	ACC 221	None
ACC 241	Auditing	3	ACC 212 or equivalent	None
Semester Credits		7		

Semester 4

Course No.	Course Title	Credits	Prerequisites	Co-Requisites
ACC 231	Cost Accounting or Approved Program Elective ¹	3	ACC 212 or equivalent	None
ACC 263	Data Analytics and Statistics in Accounting	3	ACC 212 or equivalent	None
Semester Credits		6		

Total Minimum Credits 26

¹ Students may choose from the following approved electives: ACC 214 Payroll Accounting, ACC 240 Fraud Examination; or BUS 241 Business Law

TIDEWATER COMMUNITY COLLEGE BOARD
AGENDA ITEM

MEETING: November 15, 2022
COMMITTEE: Finance & Facilities Committee
AGENDA ITEM: Dr. Tim Kerr Honorary Plaque

BACKGROUND:

What began in 1973 as a small campus with only a few faculty members and several hundred students in a rural part of the city became a thriving campus of several thousand students in a suburban setting by the time Dr. Kerr retired in 2003.

Dr. Kerr's supportive and encouraging leadership during his 30-year tenure established the foundation and culture that ensured future successes.

DISCUSSION:

In recognition of Dr. Tim Kerr, the founding provost of the TCC Chesapeake Campus, a memorial plaque is proposed to be installed at a live oak tree garden to celebrate and honor the service to the campus, college, and Chesapeake community.

Donations to the Tidewater Community College Educational Foundation, Inc. will provide funding for this project.

STAFF RECOMMENDATION:

That the TCC College Board recommend to the State Board for Community Colleges approval for the installation of the memorial plaque at the live oak tree garden in honor of Dr. Tim Kerr.

STAFF LIAISON:

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

Home

Contact

Garden Dedication

Monuments & Memorial Plaques



Plaque

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TIDEWATER COMMUNITY COLLEGE BOARD
AGENDA ITEM

MEETING: November 15, 2022

COMMITTEE: Finance & Facilities Committee

AGENDA ITEM: Local Funds Financial Statements for Month Ending September 30, 2022

BACKGROUND:

The Local Funds Financial Statements 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

hardiman@tcc.edu

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TIDEWATER COMMUNITY COLLEGE
STUDENT ACTIVITIES BUDGET
July 1, 2022 - September 30, 2022

	Budget 2023	Revenues/ Expenditures	Encumbrances	Variance	% Realized
Fund Balance 7/1/2022		\$ 1,951,764			
I. Revenues					
A. Student Activity Fee	\$ 808,391	\$ 140,489	\$ -	\$ 667,902	17%
B. Student Activity Fee Revenue Loss Reimbursement					
C. ID Card Replacements	2,000	1,090		910	55%
Total Revenues	\$ 810,391	\$ 141,579	\$ -	\$ 668,812	17%
Total Resources (Revenue & Fund Bal.)					
		\$ 2,093,343			
II. Expenditures					
A. Chesapeake Campus					
1. Student Government Association	\$ 1,515	\$ 494	\$ -	\$ 1,021	33%
2. Programming	15,000	1,423	8,202	5,375	64%
3. Student Organizations	2,000	2,000			100%
4. Contingency Fund	2,000			2,000	0%
Subtotal--Chesapeake Campus	\$ 20,515	\$ 3,917	\$ 8,202	\$ 8,396	59%
B. Norfolk Campus					
1. Student Government Association	\$ 1,200	\$ -	\$ -	\$ 1,200	0%
2. Programming	18,215	8,835	6,908	2,472	86%
3. Student Organizations	1,000			1,000	0%
4. Contingency Fund	100			100	0%
Subtotal--Norfolk Campus	\$ 20,515	\$ 8,835	\$ 6,908	\$ 4,772	77%
C. Portsmouth Campus					
1. Student Government Association	\$ 1,000	\$ -	\$ -	\$ 1,000	0%
2. Programming	18,000	2,426	1,379	14,195	21%
3. Student Organizations	1,000			1,000	0%
4. Contingency Fund	515			515	0%
Subtotal--Portsmouth Campus	\$ 20,515	\$ 2,426	\$ 1,379	\$ 16,710	19%
D. Virginia Beach Campus					
1. Student Government Association	\$ 500	\$ -	\$ -	\$ 500	0%
2. Programming	20,644	4,459	8,118	8,067	61%
3. Student Organizations	15,000			15,000	0%
4. Contingency Fund	515			515	0%
Subtotal--Virginia Beach Campus	\$ 36,659	\$ 4,459	\$ 8,118	\$ 24,082	34%
E. Student Activities--College-wide					
1. Visual Arts Center	\$ 3,100	\$ -	\$ -	\$ 3,100	0%
2. Student Resource and Empowerment Center	11,000			11,000	0%
3. Student Federation Council	3,000			3,000	0%
4. Intercultural Learning					
5. Virtual Student Center	14,829	1,750	11,275	1,804	88%
6. Student Honors Event	15,000			15,000	0%
7. Literary Festival	1,000			1,000	0%
Subtotal--Student Activities--College-wide	\$ 47,929	\$ 1,750	\$ 11,275	\$ 34,904	27%
F. Learning Assistance Fund					
1. Chesapeake	\$ 15,416	\$ -	\$ -	\$ 15,416	0%
2. Norfolk	12,339	1,409		10,930	11%
3. Portsmouth	11,547	2,530		9,017	22%
4. Virginia Beach	38,491	8,947		29,544	23%
Subtotal--Learning Assistance Fund	\$ 77,793	\$ 12,886	\$ -	\$ 64,907	17%

	Budget 2023	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	\$ 3,500	\$ 508	\$ 2,813	\$ 179	95%
2. Norfolk	7,000	199		6,801	3%
3. Portsmouth	3,500			3,500	0%
4. Virginia Beach	6,500	2,525	2,629	1,346	79%
Subtotal--Deans' Contingency Fund	\$ 20,500	\$ 3,232	\$ 5,442	\$ 11,826	42%
I. Student Activities Identification System					
1. Equipment, Software, and Supplies	\$ 36,000	\$ 4,701	\$ 8,640	\$ 22,659	37%
Subtotal--Student Activities Identification System	\$ 36,000	\$ 4,701	\$ 8,640	\$ 22,659	37%
Total Expenditures	\$ 295,787	\$ 43,539	\$ 49,964	\$ 202,284	32%
III. Transfers					
A. Transfer to Student Center Budget	\$ 564,845	\$ 141,211	\$ -	\$ 423,634	25%
Subtotal--Transfers	\$ 564,845	\$ 141,211	\$ -	\$ 423,634	25%
Fund Balance 09/30		\$ 1,908,593			

Approved by the Local College Board on May 10, 2022

VPAF 10/12/22

TIDEWATER COMMUNITY COLLEGE
STUDENT ACTIVITIES BUDGET
Narrative Justification
FY2023

I. REVENUES

The revenues for the Student Activities Budget are based on a projection of 11,008 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 (HEERF). These funds are no longer available in FY23.
- 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 the to support 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. This budget will be discontinued in FY23.
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.
6. **Student Honors Event** – Funding to support an annual academic event to celebrate student’s academic achievements. This event is coordinated by Academic Affairs.
7. **Literary Festival** – Funds to support the annual Literary Festival. This event will be coordinated by Academic Affairs.

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 and Student ID personnel.

**TIDEWATER COMMUNITY COLLEGE
INSTITUTIONAL AUXILIARY BUDGET
July 1, 2022 - September 30, 2022**

	Budget 2023	Revenues/ Expenditures	Encumbrances	Variance	% Realized
Fund Balance 7/1/2022		\$ 18,107,249			
I. Revenues					
A. Institutional Fee	\$ 2,314,217	\$ 362,200	\$ -	\$ 1,952,017	16%
B. Institutional Fee Revenue Loss Reimbursement				\$ -	0%
C. Student Parking Sales	9,660			9,660	0%
D. Student HRT Pass Sales	25,000	610		24,390	2%
E. Miscellaneous Revenue	1,000	1,200		(200)	120%
Total Revenues	\$ 2,349,877	\$ 364,010	\$ -	\$ 1,985,867	15%
Total Resources (Revenue & Fund Bal.)					
		\$ 18,471,260			
II. Expenditures					
A. Chesapeake Campus Parking Garage - Debt Service	\$ 654,599	\$ 570,637	\$ -	\$ 83,962	87%
B. Chesapeake Campus Parking Lot - Debt Service	333,500	320,250		13,250	96%
C. Chesapeake Parking Garage Operating Expenses					
1. Personnel					
2. Utilities	8,500	3,147		5,353	37%
3. Security					
4. General Maintenance	50,000	8,132	20,497	21,371	57%
D. College-wide Parking Lot Improvements	150,000	59,577	90,423		100%
E. Hampton Roads Transit (HRT) Passes	75,000	45,000		30,000	60%
F. Student Parking	65,000			65,000	0%
G. Visual Arts Center Parking Lease	257,239			257,239	0%
H. College-wide Beautification & Wayfinding	1,000,000	5,637	355,229	639,134	36%
I. Security Camera Implementation	225,000			225,000	0%
Total Expenditures	\$ 2,818,838	\$ 1,012,380	\$ 466,149	\$ 1,340,309	52%
Fund Balance 09/30					
		\$ 17,458,880			

Approved by the Local College Board on May 10, 2022

VPAF 10/12/22

**TIDEWATER COMMUNITY COLLEGE
INSTITUTIONAL AUXILIARY BUDGET
Narrative Justification
FY2023**

I. REVENUES

The revenues for the Institutional Auxiliary Budget are based on a projection of 11,008 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 (HEERF). These funds are no longer available in FY23.
- 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.
- B. Chesapeake Campus Parking Lot – Debt Service** – Funds for the debt service of the Chesapeake Campus Parking Lot.
- 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 Parking 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, including light rail, bus, and ferry.
- F. Student Parking** – Cost of parking for students in City of Norfolk Parking Garage.
- G. Visual Arts Center Parking Lease** – Parking lease for 99 spots located in the Green District Building. These spots will be used in conjunction with the Norfolk Visual Arts Center.
- 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 Parking Garage.

TIDEWATER COMMUNITY COLLEGE
STUDENT CENTER BUDGET
July 1, 2022 - September 30, 2022

	Budget 2023	Revenues/ Expenditures	Encumbrances	Variance	% Realized
Fund Balance 7/1/2022		\$ 16,500,820			
I. Revenues					
A. Auxiliary Capital Fee	\$ 6,181,812	\$ 1,077,773	\$ -	\$ 5,104,039	17%
B. Aux Cap Fee Revenue Reimbursement					
C. Transfer-In from Student Activities Budget	564,845	141,211.35		423,634	25%
D. Food Service Commission	10,000			10,000	0%
E. Miscellaneous Revenue	70,000	32,513		37,487	46%
Total Revenues	\$ 6,826,657	\$ 1,251,497	\$ -	\$ 5,575,160	18%
Total Resources (Revenue & Fund Balance)		\$ 17,752,318			
II. Expenditures					
A. Bond Debt Service					
1. Student Center - Norfolk Campus	\$ 297,099	\$ 148,549	\$ -	\$ 148,550	50%
2. Student Center - Chesapeake Campus	676,369	471,377		204,992	70%
3. Student Center - Portsmouth Campus	1,229,609	959,717		269,892	78%
4. Student Center - Virginia Beach Campus	959,349	667,808		291,541	70%
Subtotal--Bond Debt Service	\$ 3,162,425	\$ 2,247,451	\$ -	\$ 914,974	71%
B. Norfolk Student Center					
1. General Operations					
a. Personnel	\$ 327,098	\$ 63,784	\$ -	\$ 263,314	19%
b. Operating Expenses	25,000	9,826	3,787	11,387	54%
Subtotal--General Operations	\$ 352,098	\$ 73,610	\$ 3,787	\$ 274,701	22%
2. Facility Operations					
a. Utilities	\$ 96,000	\$ 30,442	\$ -	\$ 65,558	32%
b. Security	70,000	13,996	8,070	47,934	32%
c. Custodial					
1. Personnel	121,800	21,473		100,327	18%
2. Expenditures	12,000	94	3,726	8,180	32%
d. General Maintenance					
1. Personnel	101,000	19,662		81,338	19%
2. Expenditures	70,000	5,502	38,352	26,146	63%
e. Insurance	7,800			7,800	0%
f. Network & Telecommunications	35,942	8,986		26,957	25%
Subtotal--Facility Operations	\$ 514,542	\$ 100,155	\$ 50,148	\$ 364,240	29%
3. Food Services					
a. Equipment Mtce. & Replacement	\$ 8,500	\$ -	\$ -	\$ 8,500	0%
Subtotal--Food Services	\$ 8,500	\$ -	\$ -	\$ 8,500	0%
Subtotal--Norfolk Student Center	\$ 875,140	\$ 173,765	\$ 53,935	\$ 647,441	26%
C. Chesapeake Student Center					
1. General Operations					
a. Personnel	\$ 326,817	\$ 55,867	\$ -	\$ 270,950	17%
b. Operating Expenses	25,000	1,617	4,585	18,798	25%
Subtotal--General Operations	\$ 351,817	\$ 57,484	\$ 4,585	\$ 289,748	18%

	Budget 2023	Revenues/ Expenditures	Encumbrances	Variance	% Realized
2. Facility Operations					
a. Utilities	\$ 115,000	\$ 18,606	\$ -	96,394	16%
b. Security	56,000	11,698	259	44,043	21%
c. Custodial					
1. Personnel	126,380	22,924		103,456	18%
2. Expenditures	12,500	527	1,251	10,722	14%
d. General Maintenance					
1. Personnel	95,000	18,583		76,417	20%
2. Expenditures	75,000	18,399	50,651	5,950	92%
e. Insurance	8,600			8,600	0%
f. Network & Telecommunications	34,686	8,672		26,015	25%
Subtotal--Facility Operations	\$ 523,166	\$ 99,409	\$ 52,161	\$ 371,597	29%
3. Food Services					
a. Equipment Mtce. & Replacement	\$ 10,000	\$ -	\$ -	\$ 10,000	0%
Subtotal--Food Services	\$ 10,000	\$ -	\$ -	\$ 10,000	0%
Subtotal--Chesapeake Student Center	\$ 884,983	\$ 156,893	\$ 56,746	\$ 671,345	24%
D. Portsmouth Student Center					
1. General Operations					
a. Personnel	\$ 329,312	\$ 62,840	\$ -	\$ 266,472	19%
b. Operating Expenses	25,000	571	14,626	9,803	61%
Subtotal--General Operations	\$ 354,312	\$ 63,411	\$ 14,626	\$ 276,275	22%
2. Facility Operations					
a. Utilities	\$ 110,000	\$ 35,496	\$ -	\$ 74,504	32%
b. Security	56,000	14,597	12,477	28,926	48%
c. Custodial					
1. Personnel	122,000	15,833		106,167	13%
2. Expenditures	12,500		2,407	10,093	19%
d. General Maintenance					
1. Personnel	100,000	18,990		81,010	19%
2. Expenditures	75,000	10,556	34,335	30,109	60%
e. Insurance	8,600			8,600	0%
f. Network & Telecommunications	40,045	10,011		30,034	25%
Subtotal--Facility Operations	\$ 524,145	\$ 105,483	\$ 49,219	\$ 369,443	30%
3. Food Services					
a. Equipment Mtce. & Replacement	\$ 10,000	\$ -	\$ -	\$ 10,000	0%
Subtotal--Food Services	\$ 10,000	\$ -	\$ -	\$ 10,000	0%
Subtotal--Portsmouth Student Center	\$ 888,457	\$ 168,894	\$ 63,845	\$ 655,718	26%
E. Virginia Beach Student Center					
1. General Operations					
a. Personnel	\$ 427,039	\$ 80,932	\$ -	\$ 346,107	19%
b. Operating Expenses	40,000	3,035	5,360	31,605	21%
Subtotal--General Operations	\$ 467,039	\$ 83,967	\$ 5,360	\$ 377,712	19%

	Budget 2023	Revenues/ Expenditures	Encumbrances	Variance	% Realized
2. Facility Operations					
a. Utilities	\$ 40,000	\$ 16,106	\$ -	\$ 23,894	40%
b. Security	85,000	7,223	1,990	75,787	11%
c. Custodial					
1. Personnel	199,000	34,360		164,640	17%
2. Expenditures	15,000		3,853	11,147	26%
d. General Maintenance					
1. Personnel	98,000	28,998		69,002	30%
2. Expenditures	90,000	8,822	27,881	53,297	41%
e. Insurance	13,000			13,000	0%
f. Network & Telecommunications	35,890	8,973		26,918	25%
Subtotal--Facility Operations	\$ 575,890	\$ 104,482	\$ 33,724	\$ 437,685	24%
3. Food Services					
a. Equipment Mtce. & Replacement	\$ 12,000	\$ -	\$ -	\$ 12,000	0%
Subtotal--Food Services	\$ 12,000	\$ -	\$ -	\$ 12,000	0%
Subtotal--Virginia Beach Student Center	\$ 1,054,929	\$ 188,449	\$ 39,084	\$ 827,397	22%
Total Expenditures	\$ 6,865,934	\$ 2,935,451	\$ 213,610	\$ 3,716,874	46%
III. Capital Maintenance Reserve	\$ 1,000,000	\$ 1,000,000	\$ -	\$ -	100%
Fund Balance 9/30		\$ 13,816,867			

Approved by the Local College Board on May 10, 2022

VPAF 10/12/22

Capital Maintenance Reserve Fund	
FY14-FY22	\$ 10,500,000

TIDEWATER COMMUNITY COLLEGE
STUDENT CENTER BUDGET
Narrative Justification
FY2023

I. REVENUES

The revenues for the Student Center Budget are based on a projection of 11,008 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 (HEERF). These funds are not available in FY23.
- 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 2023 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, 2022 - September 30, 2022

	Budget 2023	Revenue/ Expenditures	Encumbrances	Variance	% Realized
Fund Balance 7/1/2022		\$ 9,855,666			
I. Revenues					
A. Bookstore	\$ 900,000	\$ 114,394	\$ -	\$ 785,606	13%
B. Vending					
1. Exclusive Beverage Contract	66,000	23,847		42,153	36%
2. Vending - CRH	22,000	5,838		16,162	27%
C. Food Service - Joint-Use Library	5,000			5,000	0%
D. Municipal Support	24,000			24,000	0%
E. Interest Earnings	25,000	106,441		(81,441)	426%
F. Miscellaneous Revenue	350	110		240	31%
G. Auxiliary Services Loss Revenue Reimbursement				-	
Total Revenues	\$ 1,042,350	\$ 250,630	\$ -	\$ 791,720	24%
Total Resources (Revenue & Fund Bal.)	\$ 1,042,350	\$ 10,106,296	\$ -	\$ -	
II. Expenditures					
A. Operating Expenses					
1. Banking Costs	\$ 6,000	\$ 204	\$ 521	\$ 5,275	12%
2. Miscellaneous Expenses	1,000	219		\$ 781	22%
3. Joint-Use Library Food Service Equipment	1,000			\$ 1,000	0%
Subtotal--Operating Expenses	\$ 8,000	\$ 423	\$ 521	\$ 7,056	12%
B. Faculty/Staff Parking	\$ 250,000	\$ 71,476	\$ 174,439	\$ 4,085	98%
C. College Community Events	\$ 25,000			\$ 25,000	0%
D. Financial Aid Adjustments	\$ 10,000	\$ 2,505	\$ -	\$ 7,495	25%
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	\$ 172,870	\$ 30,293	\$ -	\$ 142,577	18%
2. General Operating Costs	3,500	19		3,481	1%
3. Equipment/Software/Installation	33,000			33,000	0%
4. StormCard Marketing	10,000			10,000	0%
Subtotal--Auxiliary Service Operations	\$ 219,370	\$ 30,312	\$ -	\$ 189,058	14%
G. Community Support					
1. College Board	\$ 2,500	\$ 1,249	\$ 427	\$ 824	67%
2. President	15,000	3,953	737	10,310	31%
3. Vice Presidents					
a. Vice President for Academic Affairs & Chief Academic Officer	6,000	1,246	79	4,675	22%
b. Vice President for Administration & Chief Financial Officer	6,000	784		5,216	13%
c. Vice President for Information Systems & Institutional Effectiveness	6,000			6,000	0%
d. Vice President for Institutional Advancement	6,000			6,000	0%
e. Vice President for Workforce Solutions	6,000	116	231	5,653	6%
f. Vice President for Student Affairs	6,000		102	5,898	2%
4. Campus Deans					
a. Portsmouth	6,000		1,281	4,719	21%
b. Virginia Beach	12,000			12,000	0%
c. Chesapeake	6,000		983	5,017	16%
d. Norfolk	6,000	882		5,118	15%
5. Community Outreach	27,000	4,243		22,757	16%
6. Contingencies	3,500			3,500	0%
Subtotal--Community Support	\$ 114,000	\$ 12,473	\$ 3,840	\$ 97,687	14%

	Budget 2023	Revenue/ Expenditures	Encumbrances	Variance	% Realized
H. Deans' Discretionary Aid Fund					
1. Chesapeake	\$ 5,000	\$ -	\$ -	\$ 5,000	0%
2. Norfolk	5,000			5,000	0%
3. Portsmouth	5,000	514		4,486	10%
4. Virginia Beach	10,000	54	113	9,833	2%
Subtotal--Deans' Discretionary Aid Fund	\$ 25,000	\$ 568	\$ 113	\$ 24,319	3%
Subtotal--Expenditures					
	\$ 891,370	\$ 117,757	\$ 178,913	\$ 594,700	33%
III. Student Financial Assistance					
A. TCC Scholarships & Awards					
1. Art Scholarships	\$ 15,000	\$ -	\$ -	\$ 15,000	0%
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			5,576	0%
5. Military Scholarships	28,103			28,103	0%
6. ROTC Scholarships	13,489			13,489	0%
7. High School Scholarships					
a. Chesapeake	66,096			66,096	0%
1. LaVonne P. Ellis Scholarship	11,121			11,121	0%
2. Terri N. Thompson Scholarship	11,121			11,121	0%
b. Norfolk	43,704			43,704	0%
1. John T. Kavanaugh Scholarship	11,151	2,225		8,926	20%
2. John D. Padgett Scholarship	11,151	556		10,595	5%
c. Portsmouth	21,132			21,132	0%
1. Lee B. Armistead Scholarship	11,151			11,151	0%
d. Suffolk (Northern)	11,151			11,151	0%
e. Virginia Beach	99,819			99,819	0%
1. Stanley Waranch Scholarship	11,151			11,151	0%
2. Dorcas T. Helfant-Browning Scholarship	11,151			11,151	0%
3. Thomas H. Wilson Scholarship	11,151			11,151	0%
8. Dual Enrolled Scholarships					
1. Chesapeake	5,700			5,700	0%
2. Norfolk	5,700			5,700	0%
3. Portsmouth	5,700			5,700	0%
4. Virginia Beach	5,700			5,700	0%
9. LEAP Scholarships	750,000	104,062		645,938	14%
a. LEAP Book Scholarships	200,000			200,000	
Subtotal--TCC Scholarships & Awards	\$ 1,384,518	\$ 106,843	\$ -	\$ 1,277,675	8%
Total Expenditures & Student Financial Assistance					
	\$ 2,275,887	\$ 224,600	\$ 178,913	\$ 1,872,374	18%
Fund Balance 09/30					
		\$ 9,881,696			

TIDEWATER COMMUNITY COLLEGE
AUXILIARY SERVICES BUDGET
Narrative Justification
FY2023

I. REVENUES

- A. **Bookstore** –Includes sales commissions and sign-on bonus from the new bookstore contract to be awarded beginning January 2023.
- 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 (HEERF). These funds are no longer available in FY23.

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 child care 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 and active-duty members not eligible for tuition assistance.
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. Twenty-one scholarships will be awarded from each of the cities to need-based students for up to 6-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.
 - 9a. **L.E.A.P. Book Scholarships** – Awards to recent high school graduates who are enrolled in courses within the Learn Explore Accelerate Persevere (LEAP) Program to cover the cost of books.

**TIDEWATER COMMUNITY COLLEGE
INVESTMENTS
2022-23 STATEMENT OF EARNINGS**

	BALANCE INVESTED	INTEREST 2022-23
July 31, 2022	\$ 49,737,098	\$ 42,249
August 31, 2022	\$ 49,528,861	\$ 64,192
September 30, 2022	\$ 50,965,579	\$ 84,780
October 31, 2022	\$ -	\$ -
November 30, 2022	\$ -	\$ -
December 31, 2022	\$ -	\$ -
January 31, 2023	\$ -	\$ -
February 28, 2023	\$ -	\$ -
March 31, 2023	\$ -	\$ -
April 30, 2023		
May 31, 2023		
June 30, 2023		
TOTAL		\$ 191,222

Note 1

Detail:

Investment Category	Cumulative Average Yield	Balance
Towne Bank - Repurchase Agreements	0.61%	\$ 3,960,975
Towne Bank - Raymond James	0.85%	\$ 20,949,786
Towne Bank - Insured Cash Sweep	2.30%	\$ 20,174,723
Commonwealth - LGIP Extended Maturity	1.73%	\$ 4,801,955
Commonwealth - LGIP	2.16%	\$ 1,078,140
TOTAL		\$ 50,965,579

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
LOCAL CONTRIBUTIONS
AS OF SEPTEMBER 30, 2022**

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

VPAF 10/12/22

TIDEWATER COMMUNITY COLLEGE BOARD
AGENDA ITEM

MEETING: November 15, 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 2019 three-year cohort represents students who entered repayment between October 1, 2018 through September 30, 2021 and defaulted before September 30, 2021.

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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**TIDEWATER COMMUNITY COLLEGE
STUDENT FINANCIAL AID
THREE-YEAR COHORT DEFAULT RATE
2017 - 2019**

Tidewater Community College Cohort Default Rate			
Fiscal Year	Borrowers Entered into Repayment	Borrowers Defaulted	Default Rate
2017	5,031	901	17.9%
2018	4,340	615	14.1%
2019	3,954	191	4.8%

National Cohort Default Rate Two-Year Public Institutions			
Fiscal Year	Borrowers Entered into Repayment	Borrowers Defaulted	Default Rate
2017	644,831	97,795	15.2%
2018	577,591	66,638	11.5%
2019	525,178	19,509	3.7%

National Cohort Default Rate All Colleges and Universities			
Fiscal Year	Borrowers Entered into Repayment	Borrowers Defaulted	Default Rate
2017	4,276,724	417,429	9.7%
2018	4,083,377	300,625	7.3%
2019	3,945,355	91,475	2.3%

Source: Department of Education's Cohort Default Rate Website: <https://www2.ed.gov/offices/OSFAP/defaultmanagement/cdr.html>