



# **BOARD MEETING PACKET**



**JANUARY 16, 2024**

**4:00 PM**

**Portsmouth Campus Student Center**

# TIDEWATER COMMUNITY COLLEGE BOARD

JANUARY 16, 2024  
4:00 P.M.  
PORTSMOUTH CAMPUS STUDENT CENTER

LYNN CLEMENTS, CHAIR  
PRESIDING

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## AGENDA

1. **Welcome and Call Meeting to Order – (4.00 p.m.)**
2. **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).
3. **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 #336 for November 15, 2023 **(Attached)**
  - b. Proposal for Engineering Technology Certificate **(Attached)**
4. **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. Hanson
5. **Finance & Facilities Committee Report – Dr. Kirk T. Houston, Chair (10 min.)**
  - a. Local Funds Financial Statements for Month Ending November 30, 2023 **(Attached)**
6. **Advocacy Committee Report – Ms. Kim McCallum, Chair (5 min.)**
7. **Educational Foundation Liaison Report – Mr. Andy Tysinger (5 min.)**
8. **Real Estate Liaison Report – Dr. Kirk Houston (5 min.)**
9. **Discussion & Approval of Action Item(s)** (Removed from Consent Agenda) – **(10 min.)**
10. **President’s Report – (15 min.)**
  - a. Spring Enrollment Update (w/Mr. Aasen)
  - b. General Updates

11. **Chair's Report & Announcements** – *(10 min.)*
  - a. General Updates
12. Adjournment

# TIDEWATER COMMUNITY COLLEGE BOARD

## MEETING NO. 336 NOVEMBER 15, 2023

Meeting number three hundred thirty-six of the Tidewater Community College Board was held on Tuesday, November 15, 2023, at the Virginia Beach Campus Student Center.

**Members Present:** Dr. Barry C. Brown  
Dr. Marcia Conston  
James (Jay) Lucado  
Connie Meyer  
Matthew Stakes  
Lynn B. Clements  
Dr. Kirk T. Houston  
Kim R. McCallum  
Hope Sinclair  
Charles A. Tysinger

**Members Absent:** Jerome Bynum, William Crow, Ron Green

**Others Present:** Curtis K. Aasen, Vice President for Information Systems and Institutional Effectiveness  
Christopher Bryant, Vice President for Institutional Advancement  
Karen Campbell, Vice President for Student Affairs  
Latesha D. Johnson, Executive Assistant to the President  
Sarah (Beth) Lunde, Associate Vice President for Human Resources  
Laura Hanson, Interim Vice President for Workforce Solutions  
Heather Hardiman, Vice President for Administration and Chief Financial Officer  
Bruce Meyer, State Board Member  
Ciera Streeter, Program Admin. Manger II  
Michelle W. Woodhouse, Vice President for Academic Affairs & Chief Academic Officer

### 1. **Welcome and Call to Order**

Ms. Clements, chair, called the meeting to order at 4:08 p.m. and determined the presence of a quorum. She welcomed all in attendance.

### 2. **Program Highlight**

Dr. Woodhouse presented Childcare Centers as the featured program highlight. TCC child development centers focus on high quality learning experiences for the children in its care. The center's mission is to create a safe and nurturing environment where children of all abilities, regardless of socio-economic or cultural background, can learn and grow together. We are committed to implementing developmentally appropriate practices that meet the needs of every child. Childcare scholarships are provided to TCC students which result in low cost or no cost, reducing financial burden and removing completion barriers. In addition, students can use financial aid to cover childcare costs. The first center opened August 21, 2023, at the Portsmouth campus. There are 15 children currently enrolled, ages 2 ½ to 5 years. A second center will open in January 2024 on the Norfolk campus.

The largest student demand for childcare is on the Virginia Beach campus for children under 3 years of age. A timeline and budget are being assessed to support this opening.

**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 Dr. Brown, seconded by Ms. Sinclair, 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 #335 for September 12, 2023, and the updated Crisis and Emergency Management Plan (CEMP).

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

a. **Academic Affairs Update** – Nothing to report.

b. **Student Affairs Update** – Nothing to report.

c. **Workforce Update** – Workforce Solutions Fast Forward registrations increased 12%. Top programs included Health Professions, Skilled Trades, Information Technology, and Transportation. Program expansions included medical billing and coding and the healthcare lab. Renovations at the Skilled Trades Academy are scheduled to begin November 2023. Carson Caddy, a skilled trades student, won 2<sup>nd</sup> place at the Virginia Talent Pipeline Project MFG Maritime Welding Competition. The Virginia Energy Efficiency Council received a grant to support a Hampton Roads training program pilot. TCC was selected as the training partner to focus on HVAC and decarbonization, collaborating with TRANE.

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

a. **Local Fund Financial Statements for Month Ending September 30, 2023.** Ms. Hardiman highlighted revenues and expenditures for the student activities budget (28% and 14%), institutional auxiliary budget (28% and 39%), student center budget (27% and 59%), and auxiliary services budget (48% and 31%). Investments of \$51 million earned \$551,413 since July 31, 2023.

b. **Student Financial Aid Cohort Default Rate.** As of March 2020, federal student loan payments have been on pause with no payments required, no interest charged, and all collection activities on hold; this period is set to end December 31, 2022. As a result of the payment pause, the current default rate for all colleges and universities is zero; repayment began October 1, 2023. TCC's default rates were 14.1%, 4.8%, and 0.0% respectively in 2018-2020.

c. **Proposed Revised Auxiliary Services Budget.** The Student Development (SDV) orientation to college course is a mandatory course that provides success strategies and information to students. The college will encourage new students coming into the Spring semester to take the SDV course early in their academic career. This scholarship will target and encourage 400 students to participate and may increase enrollment. The anticipated fund balance at the end

of fiscal year 2023-2024 will be \$9,627,339. It was recommended that the College Board approve reallocating \$77,000 to college-wide scholarships. On a motion by Dr. Houston, seconded by Ms. McCallum, the board approved the proposed revised auxiliary services budget for 2023-24.

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

Ms. McCallum reported that Dr. Conston will host a legislative luncheon on Wednesday, December 13, 2023, at the Virginia Beach Campus to share legislative priorities for the Virginia Community College System (VCCS) and TCC stakeholders. Legislators from the Hampton Roads area will be invited to attend. The VCCS Legislative Reception will be held on Tuesday, January 24, 2024, in Richmond. TCC's General Assembly Visit is confirmed for January 31, 2024. Dr. Conston will send a congratulatory letter to senators and delegates from the November 7<sup>th</sup> election and invite them to visit and tour TCC's campuses.

**8. Educational Foundation Liaison Report – Mr. Andy Tysinger**

Mr. Tysinger reported that the Educational Foundation Board will expand its board membership by adding 2-3 new members. He also noted that the budget was approved, to include staffing for the Office of Institutional Advancement.

**9. Real Estate Foundation Liaison Report – Dr. Kirk Houston**

Dr. Houston reported that the Real Estate Foundation had a retreat on October 12. Dr. Belle Wheelan, President of SACSCOC, and Dr. Alvin Schexnider, former chancellor of Winston-Salem State University and a former executive vice president and interim president of **Norfolk State University** presented on best practices for foundation boards. The Real Estate Board agreed to take Dr. Schexnider's advice to create more cohesion with all TCC boards and schedule a joint meeting with the Real Estate Board and College Board. Dr. Conston noted that she will plan to have a joint board meeting in 2024.

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

a. Nothing to report.

**11. President's Report**

a. **Enrollment Update** – Fall 2023 - Full-time equivalent (FTE) enrollment is up +0.2% and student headcount are down -2.2%. Fall-to-spring "all student" re-enrollment rate improved by 2.8 percentage points. Full-time students increased by 1.1% resulting in an increase in average credit load. Dual enrollment students and FTE enrollment increased by 0.8% and 5.7%, respectively. On-campus students and FTE enrollment increased by 12.6% and 26.4%, respectively. Mr. Aasen displayed the VCCS enrollment comparison chart, noting that TCC increased in FTE by 0.2% and decreased in student headcount by -2.2%. Spring 2024 classes begin January 8, 2024.

b. **General Updates:**

- Dr. Conston reported she plans to hold a legislative luncheon, tentatively for December 13, 2023. She will invite the Chancellor and the College Board.

- Dr. Conston presented a list of all delegates and senators for Hampton Roads and the Peninsula. She solicited the board's support and influence by inviting legislators to the luncheon on December 13. Mr. Meyer, a State Board member, noted the importance of all legislators attending. However, he emphasized that having Delegate Don Scott, Senator Louise Lucas, and Senator Mamie Locke in attendance would be great.
- Dr. Conston presented an excerpt from ODU's State of the University, noting TCC and ODU's new Monarch Ready Program. The program offers students who need additional collegiate preparation prior to enrolling at ODU a chance to excel at TCC and guarantees their admission to ODU upon the completion of at least 24-credits at TCC with at least a 2.5 GPA. This program provides students with a new path to higher education. It was created to increase student success in Hampton Roads.

**12. Chair's Report & Announcements**

a. Ms. Clements thanked the board and the President's Cabinet for working together to support our students.

Announcements:

- Commencement will be held on Monday, December 18<sup>th</sup> at Chartway Arena in Norfolk at 4:00 p.m.
- The first meeting of the new year will be held on January 9<sup>th</sup> at 4:00 p.m. at the Portsmouth Campus Student Center.

**13. Adjournment**

There being no further business to come before the board, Ms. Clements adjourned the meeting at 5:25 p.m.

Respectfully submitted,



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Marcia Conston, Ph.D.  
Secretary to the Board

APPROVAL

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Lynn B. Clements  
Board Chair

**TIDEWATER COMMUNITY COLLEGE BOARD**  
**AGENDA ITEM**

MEETING: January 9, 2024

COMMITTEE: Curriculum and Student Development Committee

AGENDA ITEM: Proposal for:

- Revising the title of AAS in Mechanical Engineering Technology to AAS in Engineering Technology
- Creation of AAS Engineering Technology majors in Civil Engineering Technology, Electronics Engineering Technology, Industrial Engineering Technology, and Mechanical Engineering Technology.
- Discontinuance of AAS degrees/specializations in Civil Engineering Technology, Electronics Technology, Industrial Technology, and Industrial Technology with specializations in Industrial Maintenance Technology; Industrial Manufacturing Engineering Technology; Industrial Supervision; Quality Assurance; and Occupational Safety
- Discontinuance of Certificate in Electronics Engineering Technology
- Discontinuance of Career Studies Certificates in Industrial Maintenance, Industrial Supervision, Industrial Management
- New Career Studies Certificate in Electronics Engineering Technology

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**BACKGROUND:**

Currently, Tidewater Community College (TCC) offers several distinct engineering technology AAS degree and certificate programs within the Engineering, Maritime, and Skills Trades pathway. While each program serves a unique niche, there is a significant overlap in curriculum, resources, and administrative responsibilities. Current student head count does not justify the number of courses TCC must offer to support four separate degree programs. This has resulted in the need to run courses with low enrollment so students can complete their program. Declining program enrollment has also raised concerns about full-time faculty positions, within the department. The existing fragmentation leads to inefficiencies in program management, advisory boards, assessment processes, and resource allocation.

A joint curriculum advisory board meeting was conducted on October 6, 2024. Members from the Civil Engineering Technology, Mechanical Engineering Technology, Electronics Technology, Industrial Technology, CAD Drafting and Design, and Maritime Advisory Boards were present. The proposal was presented, a discussion followed, then each committee held break out session to formulate pros, cons, and recommendations. A follow-up meeting of applicable Program Heads was held on October 17, 2024, where the advisory board input was discussed to plan the requested changes.

In response to the advisory board input, the need for greater efficiency, alignment with Virginia Community College System (VCCS) requirements, and improved support for our students, we propose the creation of a single, comprehensive Associate in Applied Science (AAS) degree



program - the AAS in Engineering Technology, encompassing majors including, Civil Engineering Technology, Electronics Engineering Technology, Industrial Engineering Technology, and Mechanical Engineering Technology. The creation of the AAS in Engineering Technology with specific majors is a critical step in ensuring our students have the educational opportunities needed to succeed and providing streamlined administrative structure for programs. The new program structure will allow for one program head, a unified advisory board, integrated program assessment, improved Program Prioritization data and improved efficiencies in student advising, course management, marketing, budget, and equipment acquisition.

The existing AAS in Mechanical Engineering Technology most closely resembles the course structure desired for the proposed AAS in Engineering Technology. Therefore, a name change to this program is requested with new majors created in the four areas noted above. This approach ensures a cohesive curriculum while allowing students to concentrate in one of four major areas. These majors will replace a number of existing AAS degrees/specializations, allowing these programs with low enrollment to be discontinued (AAS degrees/specializations in Civil Engineering Technology, Electronics Technology, Industrial Technology, and Industrial Technology with specializations in Industrial Maintenance Technology; Industrial Manufacturing Engineering Technology; Industrial Supervision; Quality Assurance; and Occupational Safety; Certificate in Electronics Engineering Technology; and Career Studies Certificates in Industrial Maintenance, Industrial Supervision, Industrial Management).

The proposed AAS in Engineering Technology with majors provides an opportunity to create an additional certificate program that meets workforce needs and will stack into all four majors leading to the AAS. The Career Studies Certificate in Electronics Engineering Technology will provide foundational course work for the Electronics Engineering majors, while also preparing an opportunity for students to enter the workforce, as entry-level electronics technicians, upon completion. This complements our existing Career Studies Certificates in Land Surveying, Construction Project Management, Occupational Safety and Quality Assurance that will also stack into the other majors.

Existing courses will continue to be offered to allow for teach out through spring 2026, but current students will have the option to move to the new majors when implemented.

**STAFF RECOMMENDATION:**

That the College Board approve the proposed name change, new majors, new Career Studies Certificate, and program discontinuances.

**STAFF LIAISON:**

Michelle Woodhouse, Ed.D.  
Vice President for Academic Affairs and Chief Academic Officer  
[mwoodhouse@tcc.edu](mailto:mwoodhouse@tcc.edu)  
757-822-1061

## PROPOSAL

### Associate of Applied Science in Engineering Technology

The Associate of Applied Science (A.A.S.) degree in Engineering Technology provides students with a comprehensive education in engineering technology, preparing them for entry into or continued employment in various engineering fields or for articulation to a university or college to pursue a Bachelor of Science degree in engineering technology. A strong emphasis is placed on applications, problem solving, critical thinking, and communication skills. This program offers students the flexibility to specialize in one of four majors: Civil Engineering Technology, Electronics Engineering Technology, Industrial Engineering Technology, or Mechanical Engineering Technology.

#### SEMESTER 1

Course No	Course Title	Credits	Prerequisites	Co-Requisites
CAD 201	Computer-Aided Drafting and Design I	4	None	None
SDV 101	Orientation to Engineering and Technologies	1	None	None
ENG 111	College Composition I	3	None	None
MTH 161	PreCalculus I	3	MDE 60 or placement	None or MDE 61 with placement
MEC 100	Introduction to Engineering Technology	2	None	None
_____	Humanities Elective <sup>1</sup>	3		None
<b>Semester Credits</b>		<b>16</b>		

#### SEMESTER 2

Course No	Course Title	Credits	Prerequisites	Co-Requisites
MTH 162	PreCalculus II	3	MTH 161 or MTH 163 with a grade of C or better, or placement	None
ENG 112	College Composition II <sup>4</sup>	3	ENG 111	None
CHM 111	General Chemistry I <sup>3</sup>	4	Eligible to enroll in ENG 111 and MTH 161 or higher	None
_____	Approved Elective <sup>3</sup>	4		None
_____	History Elective <sup>2</sup>	3		None
<b>Semester Credits</b>		<b>17</b>		

#### SEMESTER 3

Course No	Course Title	Credits	Prerequisites	Co-Requisites
MEC 131	Mechanics I - Statics for Engineering Technology	3	MTH 162 or MTH 167 and eligible to enroll in ENG 111	None
PHY 201	General College Physics I	4	MTH 161 or MTH 167 with a grade of C or better	None
MTH 263	Calculus I <sup>3</sup>	4	MTH 162, MTH 164, MTH 166, or MTH 167 with a grade of C or better; or placement	None
_____	Approved Technical Elective <sup>3</sup>	4		None
<b>Semester Credits</b>		<b>15</b>		

## SEMESTER 4

Course No	Course Title	Credits	Prerequisites	Co-Requisites
MEC 132	Mechanics II - Strength of Materials for Engineering Technoloav <sup>5</sup>	3	MEC 131 and eligible to enroll in ENG 111	None
MEC 135	Mechanics Laboratory <sup>5</sup>	1	MEC 131; MTH 162 or MTH 167; and eligible to enroll in FNG 111	MEC 132
PHY 202	General College Physics II <sup>3</sup>	4	PHY 201 with a grade of C or better and MTH 162 or MTH 167 with a grade of C or better	None
_____	Approved Technical Elective <sup>3</sup>	4		None
_____	Approved Technical Elective <sup>3</sup>	4		None
<b>Semester Credits</b>		<b>16</b>		
<b>Total Minimum Credits</b>		<b>64</b>		

<sup>1</sup> Students may select from eligible Humanities courses under General Education Core Requirements. Students should consult with an academic advisor or counselor to choose the appropriate course(s).

<sup>2</sup> Students may select any of the following History courses: HIS 101, 102, 111, 112, 121, 122.

<sup>3</sup> Students may select from ARC, BLD, CAD, CIV, ETR, IND, or MEC courses.

<sup>4</sup> Students may take ENG 113.

<sup>5</sup> If not used to meet curriculum requirements elsewhere, students may take ETR 104 instead of MEC 132 and MEC 135.

## PROPOSAL

### Associate of Applied Science in Engineering Technology: Civil Engineering Technology Major

The Associate of Applied Science (A.A.S.) degree in Engineering Technology provides students with a comprehensive education in engineering technology, preparing them for entry into or continued employment in various engineering fields or for articulation to a university or college to pursue a Bachelor of Science degree in engineering technology. A strong emphasis is placed on applications, problem solving, critical thinking, and communication skills. The Civil Engineering Technology major within the AAS program equips students with the knowledge and skills needed to support the planning, design, construction, and maintenance of civil engineering projects. Career Studies Certificates are available in Land Surveying and Construction Project Management.

#### SEMESTER 1

Course No	Course Title	Credits	Prerequisites	Co-Requisites
CAD 201	Computer-Aided Drafting and Design I	4	None	None
SDV 101	Orientation to Engineering and Technologies	1	None	None
ENG 111	College Composition I	3	None	None
MTH 161	PreCalculus I	3	MDE 60 or placement	None or MDE 61 with placement
MEC 100	Introduction to Engineering Technology	2	None	None
_____	Humanities Elective <sup>5</sup>	3		None
<b>Semester Credits</b>		<b>16</b>		

#### SEMESTER 2

Course No	Course Title	Credits	Prerequisites	Co-Requisites
CIV 115	Civil Engineering Drafting	3	None	None
CIV 200	Fundamentals of Building Construction	3	None	None
MTH 162	PreCalculus II	3	MTH 161 or MTH 163 with a grade of C or better, or placement	None
ENG 112	College Composition II <sup>1</sup>	3	ENG 111	None
_____	Approved Technical Elective <sup>3</sup>	3		None
_____	History Elective <sup>4</sup>	3		None
<b>Semester Credits</b>		<b>18</b>		

#### SEMESTER 3

Course No	Course Title	Credits	Prerequisites	Co-Requisites
CIV 174	Geomatics	3	Eligible to enroll in MTH 161 or higher	None
MEC 131	Mechanics I - Statics for Engineering Technology	3	MTH 162 or MTH 167 and eligible to enroll in ENG 111	None
CIV 175	Geomatics Laboratory	1	CIV 174 (prerequisite or corequisite)	None

**SEMESTER 3**

Course No	Course Title	Credits	Prerequisites	Co-Requisites
PHY 201	General College Physics I	4	MTH 161 or MTH 167 with a grade of C or better	None
CIV 230	Civil Construction Materials	4	None	None
_____	Approved Technical Elective <sup>3</sup>	3		None
<b>Semester Credits</b>		<b>18</b>		

**SEMESTER 4**

Course No	Course Title	Credits	Prerequisites	Co-Requisites
CIV 226	Soil Mechanics Laboratory	1	None	CIV 225
MEC 132	Mechanics II - Strength of Materials for Engineering Technoloav <sup>2</sup>	3	MEC 131 and eligible to enroll in ENG 111	None
MEC 135	Mechanics Laboratory <sup>2</sup>	1	MEC 131; MTH 162 or MTH 167; and eligible to enroll in FNG 111	MEC 132
PHY 202	General College Physics II <sup>3</sup>	4	PHY 201 with a grade of C or better and MTH 162 or MTH 167 with a grade of C or better	None
CIV 240	Fluid Mechanics and Hydraulics <sup>3</sup>	3	MEC 131	CIV 239
CIV 239	Fluid Mechanics and Hydraulics Laboratory <sup>3</sup>	1	None	CIV 240 or instructor permission
CIV 225	Soil Mechanics	3	None	CIV 226
<b>Semester Credits</b>		<b>16</b>		

**Total Minimum Credits      68**<sup>1</sup> Students may take ENG 113 or ENG 131.<sup>2</sup> Students may take ETR 104 instead of MEC 132 and MEC 135.<sup>3</sup> Students may take MTH 263, CHM 111, or select a BLD or CIV course(s),<sup>4</sup> Students may select any of the following History courses: HIS 101, 102, 111, 112, 121, 122.<sup>5</sup> Students may select from eligible Humanities courses listed under General Education Core Requirements. Students should consult with an academic advisor or counselor to choose the appropriate course(s).

**PROPOSAL**  
**Associate of Applied Science in Engineering Technology**  
**Electronics Engineering Technology Major**

The Associate of Applied Science (A.A.S.) degree in Engineering Technology provides students with a comprehensive education in engineering technology, preparing them for entry into or continued employment in various engineering fields or for articulation to a university or college to pursue a Bachelor of Science degree in engineering technology. A strong emphasis is placed on applications, problem solving, critical thinking, and communication skills. The Electronics Engineering Technology major focuses on the application of electronic principles in various industries. Graduates are prepared for positions such as communication, computer, electrical, or electronics technicians; electrical or electronics engineers; and similar roles. A Career Studies Certificate is available in Electronics Engineering Technology.

**SEMESTER 1**

Course No	Course Title	Credits	Prerequisites	Co-Requisites
CAD 201	Computer-Aided Drafting and Design I	4	None	None
SDV 101	Orientation to Engineering and Technologies	1	None	None
ENG 111	College Composition I	3	None	None
MTH 161	PreCalculus I	3	MDE 60 or placement	None or MDE 61 with placement
MEC 100	Introduction to Engineering Technology	2	None	None
_____	Humanities Elective <sup>1</sup>	3		None
<b>Semester Credits</b>		<b>16</b>		

**SEMESTER 2**

Course No	Course Title	Credits	Prerequisites	Co-Requisites
ETR 104	Electronic Fundamentals with Computer Applications	4	None	None
MTH 162	PreCalculus II	3	MTH 161 or MTH 163 with a grade of C or better, or placement	None
ENG 112	College Composition II <sup>3</sup>	3	ENG 111	None
CHM 111	General Chemistry I <sup>4</sup>	4	Eligible to enroll in ENG 111 and MTH 161 or higher	None
_____	History Elective <sup>2</sup>	3		None
<b>Semester Credits</b>		<b>17</b>		

**SEMESTER 3**

Course No	Course Title	Credits	Prerequisites	Co-Requisites
ETR 279	Digital Principles, Terminology and Applications	4	None	None
ETR 113	D.C. and A.C. Fundamentals I	4	ETR 104 and MTH 161 or MTH 167	None
MEC 131	Mechanics I - Statics for Engineering Technology	3	MTH 162 or MTH 167 and eligible to enroll in ENG 111	None
PHY 201	General College Physics I	4	MTH 161 or MTH 167 with a grade of C or better	None
_____	Approved Technical Elective <sup>4</sup>	3		None
<b>Semester Credits</b>		<b>18</b>		

## SEMESTER 4

Course No	Course Title	Credits	Prerequisites	Co-Requisites
_____	Approved Technical Elective <sup>4</sup>	4		None
ETR 114	D.C. and A.C. Fundamentals II	4	ETR 113	None
PHY 202	General College Physics II <sup>4</sup>	4	PHY 201 with a grade of C or better and MTH 162 or MTH 167 with a grade of C or better	None
ETR 148	Amplifiers and Integrated Circuits	4	ETR 113	None
<b>Semester Credits</b>		<b>16</b>		
<b>Total Minimum Credits</b>		<b>67</b>		

<sup>1</sup> Students may select from eligible Humanities courses under General Education Core Requirements. Students should consult with an academic advisor or counselor to choose the appropriate course(s).

<sup>2</sup> Students may select any of the following History courses: HIS 101, 102, 111, 112, 121, 122.

<sup>3</sup> Students may take ENG 113 or ENG 131.

<sup>4</sup> Students may select from MTH 263, ETR 170, ETR 173, ETR 174, ETR 178, ETR 261, CSC 110, ITP 100, ITN 171, ITN 126, ELE 146, ELE 176, ELE 211, ELE 229, ELE 233, ELE 234, ELE 246, ELE 250, INS 233, INS 230, IND 160, IND 165, MEC 132, MEC 135, MEC 155, MEC 268, MEC 269, MEC 270, SAF 120, SAF 126, SAF 130, SAF 136, and SAF 137.

<sup>5</sup> Students may take an ETR course.

## PROPOSAL

### AAS in Engineering Technology: Industrial Engineering Technology

The Associate of Applied Science (A.A.S.) degree in Engineering Technology provides students with a comprehensive education in engineering technology, preparing them for entry into or continued employment in various engineering fields or for articulation to a university or college to pursue a Bachelor of Science degree in engineering technology. A strong emphasis is placed on applications, problem solving, critical thinking, and communication skills. The Industrial Engineering Technology major is designed to teach students how to improve processes and systems within manufacturing and industrial settings. Graduates are prepared for entry-level employment in manufacturing, engineering, and industrial services companies. Career Studies Certificates are offered in Occupational Safety and Quality Assurance.

#### SEMESTER 1

Course No	Course Title	Credits	Prerequisites	Co-Requisites
CAD 201	Computer-Aided Drafting and Design I	4	None	None
SDV 101	Orientation to Engineering and Technologies	1	None	None
ENG 111	College Composition I	3	None	None
MTH 161	PreCalculus I	3	MDE 60 or placement	None or MDE 61 with placement
MEC 100	Introduction to Engineering Technology	2	None	None
_____	Humanities Elective <sup>1</sup>	3		None
<b>Semester Credits</b>		<b>16</b>		

#### SEMESTER 2

Course No	Course Title	Credits	Prerequisites	Co-Requisites
IND 101	Quality Assurance Technology I	3	None	None
MTH 162	PreCalculus II	3	MTH 161 or MTH 163 with a grade of C or better, or placement	None
ENG 112	College Composition II <sup>2</sup>	3	ENG 111	None
CHM 111	General Chemistry I <sup>4</sup>	4	Eligible to enroll in ENG 111 and MTH 161 or higher	None
_____	History Elective <sup>3</sup>	3		None
<b>Semester Credits</b>		<b>16</b>		

#### SEMESTER 3

Course No	Course Title	Credits	Prerequisites	Co-Requisites
MEC 131	Mechanics I - Statics for Engineering Technology	3	MTH 162 or MTH 167 and eligible to enroll in ENG 111	None
IND 115	Materials and Processes of Industry	4	None	None
MTH 263	Calculus I <sup>4</sup>	4	MTH 162, MTH 164, MTH 166, or MTH 167 with a grade of C or better; or placement	None
PHY 201	General College Physics I	4	MTH 161 or MTH 167 with a grade of C or better	None
IND 102	Quality Assurance Technology II	3	IND 101	None



**Semester Credits****18****SEMESTER 4**

<b>Course No</b>	<b>Course Title</b>	<b>Credits</b>	<b>Prerequisites</b>	<b>Co-Requisites</b>
ETR 104	Electronic Fundamentals with Computer Applications <sup>5</sup>	4	None	None
SAF 120	Safety and Health Standards: Regulations and Codes	3	None	None
PHY 202	General College Physics II <sup>4</sup>	4	PHY 201 with a grade of C or better and MTH 162 or MTH 167 with a grade of C or better	None
IND 150	Industrial Management	3	None	None
IND 146	Statistical Quality Control	3	None	None

**Semester Credits****17****Total Minimum Credits****67**

<sup>1</sup> Students may select from eligible Humanities courses listed under General Education Core Requirements. Students should consult with an academic advisor or counselor to choose the appropriate course(s).

<sup>2</sup> Students may take ENG 113.

<sup>3</sup> Students may select any of the following History courses: HIS 101, 102, 111, 112, 121, 122.

<sup>4</sup> Students may select from CAD, ETR, IND, MEC, and SAF courses. CIV 239 and CIV 240 are also course options.

<sup>5</sup> Students may take MEC 132 and MEC 135 instead of ETR 104.

## PROPOSAL

### AAS in Engineering Technology: Mechanical Engineering Technology Major

The Associate of Applied Science (A.A.S.) degree in Engineering Technology provides students with a comprehensive education in engineering technology, preparing them for entry into or continued employment in various engineering fields or for articulation to a university or college to pursue a Bachelor of Science degree in engineering technology. A strong emphasis is placed on applications, problem solving, critical thinking, and communication skills. The Mechanical Engineering Technology major covers the fundamentals of mechanical design. Graduates are prepared for careers in the fields of mechanical engineering technology, mechanical design, manufacturing, and ship repair.

#### SEMESTER 1

Course No	Course Title	Credits	Prerequisites	Co-Requisites
CAD 201	Computer-Aided Drafting and Design I	4	None	None
SDV 101	Orientation to Engineering and Technologies	1	None	None
ENG 111	College Composition I	3	None	None
MTH 161	PreCalculus I	3	MDE 60 or placement	None or MDE 61 with placement
MEC 100	Introduction to Engineering Technology	2	None	None
_____	Humanities Elective <sup>1</sup>	3		
<b>Semester Credits</b>		<b>16</b>		

#### SEMESTER 2

Course No	Course Title	Credits	Prerequisites	Co-Requisites
MEC 111	Materials for Industry	3	Eligible to enroll in ENG 111	None
MTH 162	PreCalculus II	3	MTH 161 or MTH 163 with a grade of C or better, or placement	None
ENG 112	College Composition II <sup>2</sup>	3	ENG 111	None
CHM 111	General Chemistry I <sup>4</sup>	4	Eligible to enroll in ENG 111 and MTH 161 or higher	None
_____	History Elective <sup>3</sup>	3		None
<b>Semester Credits</b>		<b>16</b>		

#### SEMESTER 3

Course No	Course Title	Credits	Prerequisites	Co-Requisites
MEC 131	Mechanics I - Statics for Engineering Technology	3	MTH 162 or MTH 167 and eligible to enroll in ENG 111	None
CAD 241	Parametric Solid Modeling I	3	None	None
PHY 201	General College Physics I	4	MTH 161 or MTH 167 with a grade of C or better	None
MTH 263	Calculus I <sup>4</sup>	4	MTH 162, MTH 164, MTH 166, or MTH 167 with a grade of C or better; or placement	None

**SEMESTER 3**

<b>Classification Course No.</b>	<b>Course Title</b>	<b>Credits</b>	<b>Prerequisites</b>	<b>Co-Requisites</b>
_____	Approved Technical Elective <sup>4</sup>	3		None
<b>Semester Credits</b>		<b>17</b>		

**SEMESTER 4**

<b>Course No</b>	<b>Course Title</b>	<b>Credits</b>	<b>Prerequisites</b>	<b>Co-Requisites</b>
MEC 132	Mechanics II - Strength of Materials for Engineering Technoloav <sup>5</sup>	3	MEC 131 and eligible to enroll in ENG 111	None
MEC 135	Mechanics Laboratory <sup>5</sup>	1	MEC 131; MTH 162 or MTH 167; and eligible to enroll in FNG 111	MEC 132
PHY 202	General College Physics II <sup>4</sup>	4	PHY 201 with a grade of C or better and MTH 162 or MTH 167 with a grade of C or better	None
CIV 240	Fluid Mechanics and Hydraulics <sup>4</sup>	3	MEC 131	CIV 239
CIV 239	Fluid Mechanics and Hydraulics Laboratory <sup>4</sup>	1	None	CIV 240 or instructor permission
IND 146	Statistical Quality Control <sup>6</sup>	3	None	None
<b>Semester Credits</b>		<b>15</b>		
<b>Total Minimum Credits</b>		<b>64</b>		

<sup>1</sup> Students may select from eligible Humanities courses under General Education Core Requirements. Students should consult with an academic advisor or counselor to choose the appropriate course(s).

<sup>2</sup> Students may take ENG 113 or ENG 131.

<sup>3</sup> Students may select any of the following History courses: HIS 101, 102, 111, 112, 121, 122.

<sup>4</sup> Students may select from IND or MEC courses.

<sup>5</sup> Students may take ETR 104 instead of MEC 132 and MEC 135

<sup>6</sup> Students may take IND 150 instead of IND 146.

## CAREER STUDIES CERTIFICATE

### Electronics Engineering Technology

The Career Studies Certificate in Electronics Engineering Technology prepares students for entry-level electronics technician positions.

#### Semester 1

Course No.	Course Title	Credits	Prerequisites	Co-Requisites
SDV 101	Orientation to Engineering and Technologies	1	None	None
MTH 161	Precalculus I	3	MDE 60 or placement.	None or MDE 61 with placement
<b>Semester Credits</b>		<b>4</b>		

#### Semester 2

Course No.	Course Title	Credits	Prerequisites	Co-Requisites
ETR 104	Electronic Fundamental with Computer Applications	4	None	None
ETR EEE	Approved ETR Elective <sup>1</sup>	3-4	None	None
<b>Semester Credits</b>		<b>7-8</b>		

#### Semester 3

Course No.	Course Title	Credits	Prerequisites	Co-Requisites
ETR 113	DC and AC Fundamentals I	4	ETR 104 and MTH 161 or MTH 167	None
ETR 279	Digital Principles, Terminology and Applications	4	None	None
<b>Semester Credits</b>		<b>8</b>		

#### Semester 4

Course No.	Course Title	Credits	Prerequisites	Co-Requisites
ETR 114	DC and AC Fundamentals II	4	ETR 113	None
ETR 148	Amplifiers and Integrated Circuits	4	ETR 113	None
<b>Semester Credits</b>		<b>8</b>		
<b>Total Minimum Credits</b>		<b>27-28</b>		

<sup>1</sup>Students may select from the following Technical Electives: ETR 170, ETR 173, ETR 174, ETR 178, ETR 261, CSC 110, ITP 100, ITN 171, ITN 126, ELE 146, ELE 176, ELE 211, ELE 229, ELE 233, ELE 234, ELE 246, ELE 250, INS 233, INS 230, IND 160, IND 165, MEC 100, MEC 155, MEC 268, MEC 269, MEC 270, SAF 120, SAF126, SAF 130, SAF 136, SAF 137

**TIDEWATER COMMUNITY COLLEGE BOARD**  
**AGENDA ITEM**

MEETING: January 9, 2024

COMMITTEE: Finance & Facilities Committee

AGENDA ITEM: Local Funds Financial Statements for Month Ending November 30, 2023

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**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

[hhardiman@tcc.edu](mailto:hhardiman@tcc.edu)

757-822-1738

**TIDEWATER COMMUNITY COLLEGE**  
**STUDENT ACTIVITIES BUDGET**  
July 1, 2023 - November 30, 2023

	Budget 2024	Revenues/ Expenditures	Encumbrances	Variance	% Realized
<b>Fund Balance 7/1/2023</b>	<b>\$ 1,927,661</b>	<b>\$ 1,927,661</b>			
<b>I. Revenues</b>					
A. Student Activity Fee	\$ 724,743	\$ 408,049	\$ -	\$ 316,694	56%
B. ID Card Replacements	3,000	2,350		650	78%
<b>Total Revenues</b>	<b>\$ 727,743</b>	<b>\$ 410,399</b>	<b>\$ -</b>	<b>\$ 317,344</b>	<b>56%</b>
<b>Total Resources (Revenue &amp; Fund Bal.)</b>					
	<b>\$ 2,655,404</b>	<b>\$ 2,338,060</b>			
<b>II. Expenditures</b>					
<b>A. Student Activities</b>					
1. Student Government Association	\$ 6,000	\$ -	\$ -	\$ 6,000	0%
2. Programming	50,000	16,175	3,292	30,533	39%
3. Student Organizations	10,000	4,243		5,757	42%
4. Contingency Fund	6,000	630		5,370	11%
5. Gear Up To Lead	10,000	8,136		1,864	81%
6. VCCS Leadership Conference	10,000	4,660		5,340	47%
7. Visual Arts & Design Center	3,100			3,100	0%
8. Student Resource and Empowerment Center	11,000	86		10,914	1%
9. Student Federation Council					
10. Virtual Student Center	8,000	4,300	1,550	2,150	73%
11. Student Honors Event	15,000			15,000	0%
12. Literary Festival	5,000			5,000	0%
<b>Subtotal--Student Activities--College-wide</b>	<b>\$ 134,100</b>	<b>\$ 38,230</b>	<b>\$ 4,842</b>	<b>\$ 91,028</b>	<b>32%</b>
<b>B. College-wide Learning Assistance Fund</b>					
1. College-wide Learning Assistance Fund	\$ 77,793	\$ 19,557	\$ -	\$ 58,236	25%
<b>Subtotal--College-wide Learning Assistance Fund</b>	<b>\$ 77,793</b>	<b>\$ 19,557</b>	<b>\$ -</b>	<b>\$ 58,236</b>	<b>25%</b>
<b>C. College-wide Contingency Fund</b>					
1. College-wide Contingency Fund	\$ 15,000	\$ 2,626		\$ 12,374	18%
<b>Subtotal--College-wide Contingency Fund</b>	<b>\$ 15,000</b>	<b>\$ 2,626</b>	<b>\$ -</b>	<b>\$ 12,374</b>	<b>18%</b>
<b>D. Deans' Contingency Fund</b>					
1. College-wide Deans' Contingency Fund	\$ 20,500	\$ 7,000	\$ 1,758	\$ 11,742	43%
<b>Subtotal--Deans' Contingency Fund</b>	<b>\$ 20,500</b>	<b>\$ 7,000</b>	<b>\$ 1,758</b>	<b>\$ 11,742</b>	<b>43%</b>
<b>E. Student Activities Identification System</b>					
1. Equipment, Software, and Supplies	\$ 36,000	\$ 6,148	\$ -	\$ 29,852	17%
<b>Subtotal--Student Activities Identification System</b>	<b>\$ 36,000</b>	<b>\$ 6,148</b>	<b>\$ -</b>	<b>\$ 29,852</b>	<b>17%</b>
<b>Total Expenditures</b>	<b>\$ 283,393</b>	<b>\$ 73,561</b>	<b>\$ 6,600</b>	<b>\$ 203,232</b>	<b>28%</b>
<b>III. Transfers</b>					
A. Transfer to Student Center Budget	\$ 604,384	\$ 251,827	\$ -	\$ 352,557	42%
<b>Subtotal--Transfers</b>	<b>\$ 604,384</b>	<b>\$ 251,827</b>	<b>\$ -</b>	<b>\$ 352,557</b>	<b>42%</b>
<b>Fund Balance 11/30</b>	<b>\$ 1,767,627</b>	<b>\$ 2,012,672</b>			

**TIDEWATER COMMUNITY COLLEGE**  
**STUDENT ACTIVITIES BUDGET**  
**Narrative Justification**  
**FY2024**

**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. 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**

- A. Student Activities** – Student Activities 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 Dean of Campus Life. Student activities professionals utilize local funds to support the needs of the student population, promote student engagement and retention, and support the college's 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 Dean of Campus 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.
  - 5. Gear Up to Lead** – Funding is provided for the Student Leadership program.
  - 6. VCCS Leadership Conference** – Funding is provided for students to attend the VCCS Leadership Conference.

7. **Visual Arts & Design Center** – Funds are provided for special art exhibitions, honoraria, refreshments for opening receptions, and other college-wide activities of the Visual Arts & Design Center.
  8. **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.
  9. **Student Federation Council** – Provides college-wide funding and support for the 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. This budget will be discontinued and redistributed to the Student Life SGA budget to enhance the student experience across the entire college ensuring that all students have equal access to high-quality events and activities that are tailored to their interests and needs.
  10. **Virtual Student Center** – Funding is provided to support the 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.
  11. **Student Honors Event** – Funding to support an annual academic event to celebrate students' academic achievements.
  12. **Literary Festival** – Funds to support the annual Literary Festival.
- B. **College-wide 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.
  - C. **College-wide Contingency Fund** – Provides the campus with funding to support campus student activities. Such activities include lecture series, speakers, and special events for current or prospective students, and public information related to such events.
  - D. **Deans' Contingency Fund** – Provides funding for the campus deans to support student success activities. These include welcome 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.
  - E. **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 activities and student ID personnel.



**TIDEWATER COMMUNITY COLLEGE  
INSTITUTIONAL AUXILIARY BUDGET  
July 1, 2023 - November 30, 2023**

	Budget 2024	Revenues/ Expenditures	Encumbrances	Variance	% Realized
<b>Fund Balance 7/1/2023</b>	<b>\$ 18,453,959</b>	<b>\$ 18,453,959</b>			
<b>I. Revenues</b>					
A. Institutional Fee	\$ 2,074,753	\$ 1,165,653	\$ -	\$ 909,100	56%
B. Student Parking Sales	25,000	1,505		23,495	6%
C. Student HRT Pass Sales	15,000	14,869		131	99%
D. Miscellaneous Revenue	1,000	16,136		(15,136)	1614%
<b>Total Revenues</b>	<b>\$ 2,115,753</b>	<b>\$ 1,198,163</b>	<b>\$ -</b>	<b>\$ 917,590</b>	<b>57%</b>
<b>Total Resources (Revenue &amp; Fund Bal.)</b>	<b>\$ 20,569,712</b>	<b>\$ 19,652,122</b>			
<b>II. Expenditures</b>					
A. Chesapeake Campus Parking Garage - Debt Service	\$ 1,639,240	\$ 1,558,795	\$ -	\$ 80,445	95%
B. Chesapeake Campus Parking Lot - Debt Service	332,625	327,723		4,902	99%
C. Chesapeake Parking Garage Operating Expenses					
1. Personnel					
2. Utilities	9,000	4,919		4,081	55%
3. Security	10,000			10,000	0%
4. General Maintenance	75,000	12,841	10,980	51,179	32%
D. College-wide Parking Lot Improvements	250,000		20,387	229,613	8%
E. Hampton Roads Transit (HRT) Passes	67,500	67,500			100%
F. Student Parking	65,000			65,000	0%
G. Visual Arts & Design Center Parking Lease					
H. College-wide Wayfinding	3,000,000	7,371	244,062	2,748,567	8%
I. Security Camera Implementation	225,000		7,531	217,469	3%
<b>Total Expenditures</b>	<b>\$ 5,673,365</b>	<b>\$ 1,979,149</b>	<b>\$ 282,960</b>	<b>\$ 3,411,256</b>	<b>40%</b>
<b>Fund Balance 11/30</b>	<b>\$ 14,896,347</b>	<b>\$ 17,672,973</b>			

Approved by the Local College Board on May 9, 2023

VPAF 12/11/23

**TIDEWATER COMMUNITY COLLEGE  
INSTITUTIONAL AUXILIARY BUDGET  
Narrative Justification  
FY2024**

**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. **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.
- C. **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.
- D. **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. Anticipated Bond payment end date September 2032.
- B. **Chesapeake Campus Parking Lot – Debt Service** – Funds for the debt service of the Chesapeake Campus parking lot. Anticipated Bond payment end date September 2024.
- 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, including light rail, bus, and ferry.
- F. **Student Parking** – Cost of parking for students in City of Norfolk Parking Garage.
- G. **Visual Arts & Design Center Parking Lease** – Parking lease for 99 spots located in the Green District Building. This cost has been moved to the Auxiliary Services budget.
- 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, 2023 - November 30, 2023

	Budget 2024	Revenues/ Expenditures	Encumbrances	Variance	% Realized
<b>Fund Balance 7/1/2023</b>	<b>\$ 15,877,758</b>	<b>\$ 15,877,758</b>			
<b>I. Revenues</b>					
A. Auxiliary Capital Fee	\$ 5,661,900	\$ 3,145,107	\$ -	\$ 2,516,793	56%
B. Transfer-In from Student Activities Budget	604,384	251,827			
C. Food Service Revenue	7,950	444		7,506	6%
D. Miscellaneous Revenue	75,000	135		74,865	0%
<b>Total Revenues</b>	<b>\$ 6,349,234</b>	<b>\$ 3,397,513</b>	<b>\$ -</b>	<b>\$ 2,599,164</b>	<b>54%</b>
<b>Total Resources (Revenue &amp; Fund Balance)</b>	<b>\$ 22,226,992</b>	<b>\$ 19,275,271</b>			
<b>II. Expenditures</b>					
<b>A. Bond Debt Service</b>					
1. Student Center - Norfolk Campus	\$ 1,140,474	1,013,254	\$ -	\$ 127,220	89%
2. Student Center - Chesapeake Campus	1,213,249	1,030,811		182,438	85%
3. Student Center - Portsmouth Campus	1,217,773	970,834		246,939	80%
4. Student Center - Virginia Beach Campus	1,734,205	1,474,937		259,268	85%
<b>Subtotal--Bond Debt Service</b>	<b>\$ 5,305,701</b>	<b>\$ 4,489,836</b>	<b>\$ -</b>	<b>\$ 815,865</b>	<b>85%</b>
<b>B. Norfolk Student Center</b>					
<b>1. General Operations</b>					
a. Personnel	\$ 349,995	\$ 92,144	\$ -	\$ 257,851	26%
b. Operating Expenses	25,000	16,853	5,549	2,598	90%
<b>Subtotal--General Operations</b>	<b>\$ 374,995</b>	<b>\$ 108,997</b>	<b>\$ 5,549</b>	<b>\$ 260,449</b>	<b>31%</b>
<b>2. Facility Operations</b>					
a. Utilities	\$ 105,600	\$ 52,462	\$ -	\$ 53,138	50%
b. Security	115,000	25,980	89,020		100%
c. Custodial					
1. Personnel	120,000	31,896		88,104	27%
2. Expenditures	12,000	559	940	10,501	12%
d. General Maintenance					
1. Personnel	101,000	33,685		67,315	33%
2. Expenditures	213,000	32,655	25,657	154,688	27%
e. Insurance	8,200	8,733		(533)	107%
f. Network & Telecommunications	35,942	14,976		20,966	42%
<b>Subtotal--Facility Operations</b>	<b>\$ 710,742</b>	<b>\$ 200,946</b>	<b>\$ 115,617</b>	<b>\$ 394,179</b>	<b>45%</b>
<b>3. Food Services</b>					
a. Equipment Mtce. & Replacement	\$ 8,500	\$ 1,500	\$ -	\$ 7,000	18%
<b>Subtotal--Food Services</b>	<b>\$ 8,500</b>	<b>\$ 1,500</b>	<b>\$ -</b>	<b>\$ 7,000</b>	<b>18%</b>
<b>Subtotal--Norfolk Student Center</b>	<b>\$ 1,094,237</b>	<b>\$ 311,443</b>	<b>\$ 121,166</b>	<b>\$ 661,628</b>	<b>40%</b>
<b>C. Chesapeake Student Center</b>					
<b>1. General Operations</b>					
a. Personnel	\$ 349,694	\$ 101,448	\$ -	\$ 248,246	29%
b. Operating Expenses	25,000	10,267	1,743	12,990	48%
<b>Subtotal--General Operations</b>	<b>\$ 374,694</b>	<b>\$ 111,715</b>	<b>\$ 1,743</b>	<b>\$ 261,236</b>	<b>30%</b>

	Budget 2024	Revenues/ Expenditures	Encumbrances	Variance	% Realized
<b>2. Facility Operations</b>					
a. Utilities	\$ 115,500	\$ 68,732	\$ -	46,768	60%
b. Security	80,000	24,848	55,152		100%
c. Custodial					
1. Personnel	125,500	38,882		86,618	31%
2. Expenditures	10,000	1,454	1,213	7,333	27%
d. General Maintenance					
1. Personnel	95,000	29,319		65,681	31%
2. Expenditures	124,000	39,882	31,387	52,731	57%
e. Insurance	9,000	9,586		(586)	107%
f. Network & Telecommunications	34,686	14,453		20,234	42%
<b>Subtotal--Facility Operations</b>	<b>\$ 593,686</b>	<b>\$ 227,156</b>	<b>\$ 87,752</b>	<b>\$ 278,779</b>	<b>53%</b>
<b>3. Food Services</b>					
a. Equipment Mtce. & Replacement	\$ 10,000	\$ 1,500	\$ -	\$ 8,500	15%
<b>Subtotal--Food Services</b>	<b>\$ 10,000</b>	<b>\$ 1,500</b>	<b>\$ -</b>	<b>\$ 8,500</b>	<b>15%</b>
<b>Subtotal--Chesapeake Student Center</b>	<b>\$ 978,380</b>	<b>\$ 340,371</b>	<b>\$ 89,495</b>	<b>\$ 548,515</b>	<b>44%</b>
<b>D. Portsmouth Student Center</b>					
<b>1. General Operations</b>					
a. Personnel	\$ 352,364	\$ 111,412	\$ -	\$ 240,952	32%
b. Operating Expenses	25,000	797	1,224	22,979	8%
<b>Subtotal--General Operations</b>	<b>\$ 377,364</b>	<b>\$ 112,209</b>	<b>\$ 1,224</b>	<b>\$ 263,931</b>	<b>30%</b>
<b>2. Facility Operations</b>					
a. Utilities	\$ 101,200	\$ 25,931	\$ -	\$ 75,269	26%
b. Security	90,000	25,644	64,356		100%
c. Custodial					
1. Personnel	122,000	29,250		92,750	24%
2. Expenditures	12,500	1,737	720	10,043	20%
d. General Maintenance					
1. Personnel	95,000	32,261		62,739	34%
2. Expenditures	94,000	29,092	24,684	40,224	57%
e. Insurance	9,000	9,391		(391)	104%
f. Network & Telecommunications	40,045	16,685		23,360	42%
<b>Subtotal--Facility Operations</b>	<b>\$ 563,745</b>	<b>\$ 169,991</b>	<b>\$ 89,760</b>	<b>\$ 303,994</b>	<b>46%</b>
<b>3. Food Services</b>					
a. Equipment Mtce. & Replacement	\$ 10,000	\$ 1,500	\$ -	\$ 8,500	15%
<b>Subtotal--Food Services</b>	<b>\$ 10,000</b>	<b>\$ 1,500</b>	<b>\$ -</b>	<b>\$ 8,500</b>	<b>15%</b>
<b>Subtotal--Portsmouth Student Center</b>	<b>\$ 951,109</b>	<b>\$ 283,700</b>	<b>\$ 90,984</b>	<b>\$ 576,424</b>	<b>39%</b>
<b>E. Virginia Beach Student Center</b>					
<b>1. General Operations</b>					
a. Personnel	\$ 456,932	\$ 104,649	\$ -	\$ 352,283	23%
b. Operating Expenses	40,000	3,290	9,997	26,713	33%
<b>Subtotal--General Operations</b>	<b>\$ 496,932</b>	<b>\$ 107,939</b>	<b>\$ 9,997</b>	<b>\$ 378,996</b>	<b>24%</b>

	Budget 2024	Revenues/ Expenditures	Encumbrances	Variance	% Realized
<b>2. Facility Operations</b>					
a. Utilities	\$ 54,000	\$ 10,428	\$ -	\$ 43,572	19%
b. Security	110,000	26,252	83,748		100%
c. Custodial					
1. Personnel	182,000	43,937		138,063	24%
2. Expenditures	15,000	1,163		13,837	8%
d. General Maintenance					
1. Personnel	105,000	49,643		55,357	47%
2. Expenditures	112,500	12,002	29,589	70,909	37%
e. Insurance	13,300	14,096		(796)	106%
f. Network & Telecommunications	35,890	14,954		20,936	42%
<b>Subtotal--Facility Operations</b>	<b>\$ 627,690</b>	<b>\$ 172,475</b>	<b>\$ 113,337</b>	<b>\$ 341,878</b>	<b>46%</b>
<b>3. Food Services</b>					
a. Equipment Mtce. & Replacement	\$ 12,000	\$ 5,514	\$ 1,042	\$ 5,444	55%
<b>Subtotal--Food Services</b>	<b>\$ 12,000</b>	<b>\$ 5,514</b>	<b>\$ 1,042</b>	<b>\$ 5,444</b>	<b>55%</b>
<b>Subtotal--Virginia Beach Student Center</b>	<b>\$ 1,136,622</b>	<b>\$ 285,928</b>	<b>\$ 124,376</b>	<b>\$ 726,318</b>	<b>36%</b>
<b>Total Expenditures</b>	<b>\$ 9,466,049</b>	<b>\$ 5,711,278</b>	<b>\$ 426,021</b>	<b>\$ 3,328,750</b>	<b>65%</b>
<b>III. Capital Maintenance Reserve</b>	<b>\$ 1,000,000</b>	<b>\$ 1,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>100%</b>
<b>Fund Balance 11/30</b>	<b>\$ 11,760,944</b>	<b>\$ 12,563,993</b>			

Approved by the Local College Board on May 9, 2023

VPAF 12/11/23

<b>Capital Maintenance Reserve Fund</b>	
<b>FY14-FY24</b>	<b>\$ 11,500,000</b>

**TIDEWATER COMMUNITY COLLEGE**  
**STUDENT CENTER BUDGET**  
**Narrative Justification**  
**FY2024**

**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 \$20.00 per credit hour.
- B. **Transfer-In from Student Activities Budget** – This transfer reflects the funding of positions from the Student Activities budget.
- C. **Food Service Revenue** – Estimated revenue from the college’s food service contracts.
- D. **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. Anticipated last Bond payment dates – Norfolk and Portsmouth, September 2030, Virginia Beach and Chesapeake, September 2031.

**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 activities 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. Also includes additional funds for the cost of repairs and replacement of access controls at the student centers.
- 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. Additional funds are included for anticipated maintenance and repairs.
- 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 two percent 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, 2023 - November 30, 2023

	Budget 2024	Revenue/ Expenditures	Encumbrances	Variance	% Realized
<b>Fund Balance 7/1/2023</b>	<b>\$ 10,798,783</b>	<b>\$ 10,798,783</b>			
<b>I. Revenues</b>					
A. Bookstore	\$ 750,000	\$ 608,152	\$ -	\$ 141,848	81%
B. Vending					
1. Exclusive Beverage Contract	60,000	20,236		39,764	34%
2. Vending - CRH	26,000	9,034		16,966	35%
C. Municipal Support	18,000	6,000		12,000	33%
D. Interest Earnings	600,000	550,600		49,400	92%
E. Miscellaneous Revenue	400	750		(350)	188%
<b>Total Revenues</b>	<b>\$ 1,454,400</b>	<b>\$ 1,194,772</b>	<b>\$ -</b>	<b>\$ 259,628</b>	<b>82%</b>
<b>Total Resources (Revenue &amp; Fund Bal.)</b>	<b>\$ 12,253,183</b>	<b>\$ 11,993,555</b>			
<b>II. Expenditures</b>					
<b>A. Operating Expenses</b>					
1. Banking Costs	\$ 6,000	\$ 346	\$ 2	\$ 5,652	6%
2. Miscellaneous Expenses	1,000		1,826	(826)	183%
3. Joint-Use Library Food Service Equipment	1,840			1,840	0%
<b>Subtotal--Operating Expenses</b>	<b>\$ 8,840</b>	<b>\$ 346</b>	<b>\$ 1,828</b>	<b>\$ 6,666</b>	<b>25%</b>
<b>B. Faculty/Staff Parking</b>	<b>\$ 300,000</b>	<b>\$ 257,984</b>	<b>\$ 511</b>	<b>\$ 41,505</b>	<b>86%</b>
<b>C. College Community Events</b>	<b>\$ 30,000</b>	<b>\$ 16,424</b>	<b>\$ 2,000</b>	<b>\$ 11,576</b>	<b>61%</b>
<b>D. Financial Aid Adjustments</b>	<b>\$ 10,000</b>	<b>\$ 11,089</b>	<b>\$ -</b>	<b>\$ (1,089)</b>	<b>111%</b>
<b>E. Child Care Subsidy</b>					
1. Norfolk	\$ 120,000	\$ 12,531	\$ 540	\$ 106,929	11%
2. Portsmouth	120,000			120,000	0%
<b>Subtotal--Child Care Subsidy</b>	<b>\$ 240,000</b>	<b>\$ 12,531</b>	<b>\$ 540</b>	<b>\$ 226,929</b>	<b>5%</b>
<b>F. Auxiliary Service Operations</b>					
1. Personnel	\$ 199,314	\$ 63,680	\$ -	\$ 135,634	32%
2. General Operating Costs	3,500		7,986	(4,486)	228%
3. Equipment/Software/Installation	35,640			35,640	0%
4. StormCard Marketing	10,000	6,453	85	3,462	65%
<b>Subtotal--Auxiliary Service Operations</b>	<b>\$ 248,454</b>	<b>\$ 70,133</b>	<b>\$ 8,071</b>	<b>\$ 170,250</b>	<b>31%</b>
<b>G. Community Support</b>					
1. College Board	\$ 2,500	\$ 1,041	\$ -	\$ 1,459	42%
2. President	15,000	5,591	523	8,886	41%
3. Vice Presidents					
a. Vice President for Academic Affairs & Chief Academic Officer	6,000	2,000	783	3,217	46%
b. Vice President for Administration & Chief Financial Officer	6,000	2,048	1,050	2,902	52%
c. Vice President for Information Systems & Institutional Effectiveness	6,000	1,120	281	4,599	23%
d. Vice President for Institutional Advancement	6,000	4,882		1,118	81%
e. Vice President for Workforce Solutions	6,000	207		5,793	3%
f. Vice President for Student Affairs	6,000	420		5,580	7%
4. Campus Deans					
a. Portsmouth	6,000	2,079	21	3,900	35%
b. Virginia Beach	12,000			12,000	0%
c. Chesapeake	6,000	1,190		4,810	20%
d. Norfolk	6,000	2,130		3,870	36%
5. Community Outreach	27,000	551	2,359	24,090	11%
6. Contingencies	3,500			3,500	0%
<b>Subtotal--Community Support</b>	<b>\$ 114,000</b>	<b>\$ 23,259</b>	<b>\$ 5,017</b>	<b>\$ 85,724</b>	<b>25%</b>



	Budget 2024	Revenue/ Expenditures	Encumbrances	Variance	% Realized
<b>H. Deans' Discretionary Aid Fund</b>					
1. Chesapeake	\$ 6,000	\$ -	\$ 137	\$ 5,863	2%
2. Norfolk	6,000		651	5,349	11%
3. Portsmouth	6,000			6,000	0%
4. Virginia Beach	11,000	2,734		8,266	25%
<b>Subtotal--Deans' Discretionary Aid Fund</b>	<b>\$ 29,000</b>	<b>\$ 2,734</b>	<b>\$ 788</b>	<b>\$ 25,478</b>	<b>12%</b>
<b>Subtotal--Expenditures</b>	<b>\$ 980,294</b>	<b>\$ 381,969</b>	<b>\$ 18,215</b>	<b>\$ 567,039</b>	<b>42%</b>
<b>III. Student Financial Assistance</b>					
<b>A. TCC Scholarships &amp; Awards</b>					
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	7,111		20,992	25%
6. ROTC Scholarships	13,489	762		12,727	6%
7. High School Scholarships					
a. Chesapeake	66,096	17,183		48,913	26%
1. LaVonne P. Ellis Scholarship	11,121	11,121			100%
2. Terri N. Thompson Scholarship	11,121	11,121			100%
b. Norfolk	43,704	2,660		41,044	6%
1. John T. Kavanaugh Scholarship	11,151	11,151			100%
2. John D. Padgett Scholarship	11,151	11,151			100%
c. Portsmouth	21,132	1,371		19,761	6%
1. Lee B. Armistead Scholarship	11,151	11,151			100%
d. Suffolk (Northern)	11,151			11,151	0%
e. Virginia Beach	88,668	4,535		84,133	5%
1. Stanley Waranch Scholarship	11,151	11,151			100%
2. Dorcas T. Helfant-Browning Scholarship	11,151	11,151			100%
3. Thomas H. Wilson Scholarship	11,151	11,151			100%
4. Cynthia S. Free	11,151	11,151			100%
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. L.E.A.P. Scholarships	750,000	750,000			100%
a. L.E.A.P. Book Scholarships	200,000	34,176		165,824	17%
10. College-wide Scholarship	77,000			77,000	0%
<b>Subtotal--TCC Scholarships &amp; Awards</b>	<b>\$ 1,461,518</b>	<b>\$ 918,097</b>	<b>\$ -</b>	<b>\$ 543,421</b>	<b>63%</b>
<b>Total Expenditures &amp; Student Financial Assistance</b>	<b>\$ 2,441,812</b>	<b>\$ 1,300,066</b>	<b>\$ 18,215</b>	<b>\$ 1,110,460</b>	<b>55%</b>
<b>Fund Balance 11/30</b>	<b>\$ 9,811,371</b>	<b>\$ 10,693,489</b>			

**TIDEWATER COMMUNITY COLLEGE**  
**AUXILIARY SERVICES BUDGET**  
**Narrative Justification**  
**FY2024**

**I. REVENUES**

- A. **Bookstore** – Includes sales commissions and sign-on bonus from the new bookstore contract.
- B. **Vending** – Commissions from vending sales at all four campuses and the District Office.
- C. **Municipal Support** – Contributions from the cities of Norfolk, Portsmouth, and Virginia Beach.
- D. **Interest Earnings** – Interest earnings are calculated on a \$50 million average investment.
- E. **Miscellaneous Revenue** – Miscellaneous income from expired StormCard plans and other miscellaneous receipts.

**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, also includes subsidy costs for Child Care Center operations.
- 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 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 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 – Funds to support additional 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 servicepersons 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.

The Cynthia S. Free Scholarship will be awarded annually to a Virginia Beach high school graduate. The Local College Board is naming the scholarship in honor of Ms. Free for her 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 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 (L.E.A.P.) 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 (L.E.A.P.) Program to cover the cost of books.

**TIDEWATER COMMUNITY COLLEGE  
INVESTMENTS  
2023-24 STATEMENT OF EARNINGS**

	<b>BALANCE INVESTED</b>	<b>INTEREST 2022-23</b>
July 31, 2023	\$ 54,054,710	\$ 160,966
August 31, 2023	\$ 49,421,122	\$ 108,537
September 30, 2023	\$ 49,925,828	\$ 104,019
October 31, 2023	\$ 50,888,930	\$ 177,891
November 30, 2023	\$ 51,688,661	\$ 167,030
December 31, 2023	\$ -	\$ -
January 31, 2024	\$ -	\$ -
February 29, 2024	\$ -	\$ -
March 31, 2024	\$ -	\$ -
April 30, 2024	\$ -	\$ -
May 31, 2024	\$ -	\$ -
June 30, 2024	\$ -	\$ -
<b>TOTAL</b>		<b>\$ 718,443</b>

Note 1

**Detail:**

<b>Investment Category</b>	<b>Cumulative Average Yield</b>	<b>Balance</b>
Towne Bank - Raymond James	1.89%	\$ 31,950,253
Commonwealth - LGIP	5.47%	\$ 1,140,695
Commonwealth - LGIP Extended Maturity	4.24%	\$ 3,531,682
Towne Bank - Repurchase Agreements	4.99%	\$ 4,020,993
Towne Bank - Insured Cash Sweep	5.78%	\$ 11,045,039
<b>TOTAL</b>		<b>\$ 51,688,661</b>

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 NOVEMBER 30, 2023**

LOCALITIES	PLEDGED	RECEIVED	BALANCE
<b>PORTSMOUTH:</b>			
LOCAL BOARD (Operating)	6,000	-	
<b>TOTAL-PORTSMOUTH</b>	<b>\$ 6,000</b>	<b>\$ -</b>	<b>\$ 6,000</b>
<b>VIRGINIA BEACH:</b>			
LOCAL BOARD (Operating)	6,000	6,000	
<b>TOTAL-VIRGINIA BEACH</b>	<b>\$ 6,000</b>	<b>\$ 6,000</b>	<b>\$ -</b>
<b>CHESAPEAKE:</b>			
TECHNOLOGY	-	-	
LOCAL BOARD (Operating)	-	-	
<b>TOTAL-CHESAPEAKE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>NORFOLK:</b>			
LOCAL BOARD (Operating)	6,000	-	
<b>TOTAL-NORFOLK</b>	<b>\$ 6,000</b>	<b>\$ -</b>	<b>\$ 6,000</b>
<b>TOTAL</b>	<b>\$ 18,000</b>	<b>\$ 6,000</b>	<b>\$ 12,000</b>

VPAF 11/30/23