

# TIDEWATER COMMUNITY COLLEGE BOARD

## MEETING NO. 294

NOVEMBER 15, 2016

Meeting number two hundred and ninety-four of the Tidewater Community College Board was held on Tuesday, November 15, 2016, in the Student Center on the Norfolk Campus.

**Members Present:** Edna V. Baehre-Kolovani Cynthia S. Free  
James N. Lucado Connie A. Meyer  
John M. Murray Dwight M. Parker  
John A. Piscitelli Linda D. Ridenour  
Terri N. Thompson

**Members Absent:** John D. Padgett

**Others Present:** Curtis K. Aasen, Director of Institutional Effectiveness & Interim Vice President for Information Systems  
Marian Anderfuren, Associate Vice President & Public Information Officer  
Joe April, Executive Vice President & Partner Armistead Group  
Matthew J. Baumgarten, Executive Director for Real Estate Development/Chief Operating Officer of Facilities  
Jeffrey S. Boyd, Provost of Norfolk Campus  
Susan M. James, Special Assistant to the President & Chief of Staff  
Corey L. McCray, Vice President for Workforce Solutions  
Bruce Meyer, TCC Alumni  
Lisa B. Rhine, Provost of Chesapeake Campus  
Michael D. Summers, Provost of Virginia Beach Campus & Interim Vice President for Student Affairs  
James P. Toscano, Vice President for Public Affairs & Communications & Acting Vice President for Institutional Advancement

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

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

### 2. **Program Highlight**

Dr. Baehre-Kolovani invited James Toscano to present on the program highlight entitled, Status of Feasibility Study. Dr. Toscano introduced Joe April, Executive Vice President & Partner with the Armistead Group, who expanded on the status of the study.

The Armistead Group was commissioned by the college through the TCC Educational Foundation to serve as the consultant in the feasibility study of a \$19.5 million major gifts campaign. The planning started in early 2016 with the Executive Staff identifying targeted campaign priorities to include: (1) *Student Access and Success*—scholarship endowments, dual enrollment and child care; (2) *Academic Excellence*—professional development and new academic programs; (3) *Campus Enhancement Fund*—new/upgraded equipment, culinary and hospitality expansion, automotive expansion, refurbishment of a research vessel, maintenance of the Roper Center, and more equipment and space for the welding and trucking programs. They further collaborated and identified key community and business leaders/partners, and TCC Alumnus who are committed to the work that TCC does for its students, and the Hampton Roads community. Subsequently, Mr. April will use that information to strategize with the identified group to garner support for the campaign. A proposal is expected in 2017 to assist in a strategic approach to the campaign and to further expand the college's mission.

**3. Adoption of Consent Agenda**

Ms. Thompson 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 Mr. Murray, seconded by Mr. Parker, the board approved the consent agenda as proposed.

**4. Approval of Action Items on Consent Agenda**

Referring to Tab 4a of the meeting packet, the board approved Meeting Minutes #293 for September 13, 2016.

**5. Information Item(s)**

➤ **Ms. Thompson invited Mr. Parker, Curriculum & Student Development Committee Chair, to give the report of the committee.**

a. None.

➤ **Ms. Thompson invited Mr. Murray, Finance & Facilities Committee Chair, to give the report of the committee.**

a. Routine Financial Statements for Month Ending September 30, 2016. At the invitation of Mr. Murray, Ms. Milloy provided the routine financial statements reflecting activity for three months of the fiscal year. Referring to Tab 5a of the meeting packet, she highlighted significant expenditures with the Institutional Auxiliary Budget (72%), Student Center Budget (51%), and the Auxiliary Services Budget (36%), noting that bond payments for parking garage and lot, and certain encumbrances charged on an annual basis, respectively, impacted those budgets. Local investments and contributions from the municipalities remained as expected. The average yield on investments of \$41 million was 0.77%.

b. Student Financial Aid Cohort Default Rate. Directing the board to Tab 5b of the meeting packet, Ms. Milloy noted that TCC's three-year (2011, 2012, and 2013) default rates

continue to fall below the 30% maximum. Within the Virginia Community Colleges, TCC's default rate is in the lower percentile at 15%.

- c. Audit Report for Year Ended June 30, 2015. Referring to Tab 5c of the meeting packet, Ms. Milloy remarked that the Comprehensive State Audit results have not yet been finalized.
- d. Update Report on Master Plan for Suffolk Property & Capital Projects. Mr. Murray invited Mr. Baumgarten to provide an update on the college's projects. Mr. Baumgarten noted that planning for the Suffolk property started with the development of a business plan that will emerge into a master strategic plan with eventual marketing to support it. The Beazley building is being assessed for eventual demolition and the timber on the site is being evaluated. The Army Corps of Engineers will work with TCC to stabilize the Suffolk property's shoreline free of charge, which will in-turn, increase the land value.

The City of Suffolk approached the college with a design plan to improve where the Suffolk property and Harborview Boulevard intersects. The City plans to create a round-about on the northern gateway and asked the college to deed over ½ acre of land in support of the initiative. The partnership will benefit the college and the citizens of Suffolk.

➤ **Ms. Thompson invited Ms. Ridenour, Advocacy Committee Chair, to give the report of the committee.**

- a. Committee Work Plan. Referring to Tab 5a of the meeting packet under the Advocacy Committee report, Ms. Ridenour briefly addressed her committee's 2016/17 Work Plan. She noted that their primary areas of focus will include: (1) Strengthening relationships with the municipalities; (2) Collaboration with the president on General Assembly advocacy matters; (3) Strengthening relationships in the community by offering board members the opportunity to bring influential guests to TCC events, and (4) Increasing effectiveness of board member advocacy by increasing awareness of available advocacy tools.

Ms. Thompson accepted the committee's recommendation as a motion which requires no second. After some discussion, she called for a vote. The board unanimously approved the motion.

Dr. Toscano remarked that the Legislative Reception and organized student lobbying are not scheduled for 2017.

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

Nothing to report.

**7. President's Report**

- a. Update on SACSCOC Visit (w/Mr. Aasen). Mr. Aasen shared the findings of the SACSCOC Committee when they visited for the Accreditation Reaccreditation review on

October 17-20, 2016. The college was cited on three standards with the appropriate recommendations as follows:

- CS 3.3.1.5 (Institutional Effectiveness – community/public service) – one recommendation. *Recommendation 1:* The Committee recommends that the Community/Public Service function of the institution provide a complete cycle of evidence recorded in the revised template to ensure that it identifies expected outcomes, assesses the extent to which it achieves these outcomes, and provides evidence of improvement based on analysis of results.
- CS 3.7.1 (Faculty Competence) – one recommendation. *Recommendation 6:* The Committee recommends the institution employ competent faculty members qualified to accomplish the mission and goals of the institution
- CS 3.3.2 (Quality Enhancement Plan) - four recommendations. *Recommendation 2:* The Committee recommends that the institution develop implementation strategies with the requisite specificity and detail to ensure that the initiation and execution of this plan can be effectively managed (meet the intended goals of this effort) and measured (allow for continuous improvement initiatives to be adopted).
- *Recommendation 3:* The Committee recommends that the institution develop a budget which accurately and completely accounts for all the investments and costs associated with the Quality Enhancement Plan.
- *Recommendation 4:* The Committee recommends that the institution develop a comprehensive plan to include broad-based involvement of pertinent institutional constituencies in the implementation of the Quality Enhancement Plan.
- *Recommendation 5:* The Committee recommends that a comprehensive assessment plan be developed for the goals, strategies, and student performance outcomes articulated in the Quality Enhancement Plan.

The college has taken the appropriate steps for corrective actions in order to meet the March 2017 deadline and subsequent reaffirmation in June 2017.

- b. VCCA Excellence in Communications Awards. Ms. Anderfuren provided the board with a quick overview of the college's performance in the VCCA Excellence in Communications Awards program. Of note, first place was awarded to Learning Technologies for their "Planned Giving Program" video. New and social media as well as website redesign was also awarded first place. The staff further garnered second and third place awards in brochures, special video production, feature stories, advertising/PR campaign, and recruitment pop-up displays.

Dr. Baehre-Kolovani stated that, per the Chancellor, "the Governor has asked all state agencies and public institutions of higher education, including the VCCS, to plan for a 7.5% cut in state funding for the fiscal year that begins on July 1, 2017." This is in addition to the frozen and eliminated positions already instituted by the college.

TCC is one of 7 community colleges selected to receive \$157,123 under the Veterans Education Resource Initiative for Transitioning, Advising, and Success program. The funding was awarded to two-year institutions identified as most active and high supporters of veterans.

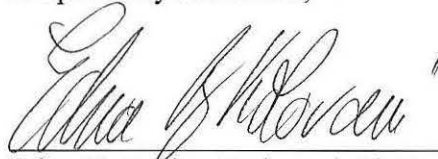
**8. Chair's Report & Announcements**

- a. None. Ms. Thompson encouraged participation in the college's Commencement Exercises on Monday, December 19<sup>th</sup> at 6:00 p.m. in the Ted Constant Convocation Center. She noted that the board's first board meeting in the New Year is scheduled for Thursday, January 19, 2017, in the Regional Health Professions Center on the Virginia Beach Campus.

**9. Adjournment**

There being no further business to come before the board, Ms. Thompson adjourned the meeting at 5:40 p.m.

Respectfully submitted,



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

APPROVAL



Terri N. Thompson  
Chair