



TIDEWATER COMMUNITY COLLEGE
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Tidewater Community College - Classified Association Meeting Minutes

Date: Spring/Summer 2020

Time: [Click or tap here to enter text.](#)

Place: ZOOM

Attendance: Christie Bradley (C), Toni Dixon (N/D), Nancy Jones (P), Paula Wood (VB)

Absent: Jill Hartney (C), Inda Walker (N/D), Jackie Fernandez (N/D), Leona Davis-Daniels (P), Stacey Newton (N/D), Charles Dennis (P), Diane Graham (P), Debbie Willis (P), Alicia Wilson (P), Trisha Ok (VB), Roosevelt Gray (VB)

Due the COVID-19 situation, the Classified Association did not meet and conduct business in its usual way, especially during the Spring and Summer semesters when we were tele-working. We began teleworking in Mid-March 2020 and began returning to campuses in early August 2020. With the pandemic, there came a multitude of hurdles--personal stresses, staff scattered to various work locations and situations and staff addressing various new tasks to help the college adapt to the virtual working/learning situation--group meetings became nearly impossible. In an effort to keep the Classified Staff/Wage Employees connected and engaged, the Classified Association Co-Chairs met often to stay updated and brainstorm for ways to connect with the staff and keep the staff engaged with each other and the college community.

The four co-chairs held weekly meetings via Zoom to stay in touch sharing with one another and keeping abreast of the information we each learned and to address questions we may have be asked by the staff membership.

- 4/1/20: Greetings to the Staff email, expressing concern for their well-being and appreciation for all that they do.
- 4/13/20: Greetings to the Staff email, expressing appreciation to the staff and links to suggested sites and activities.
- 4/30/20: Created a note for the students prior to the end of the Spring Semester. That note was forwarded to the students via email from the Student Services Deans.

- 5/13/20: Generated a survey to be sent to the Classified Staff/Wage Employees to glean their concerns about the eventual return to work on campus. We had 27 submissions. The concerns were addressed by Dr. Conston and the members of the President's Cabinet in a Townhall meeting, June 10, 2020.
- Contributed a slide to be added to the Virtual Graduation presentation from the Classified Association.
- 5/21/20: Update email sent to the staff, sharing the results of the 5/13/20 survey.
- 6/5/20: Greetings to the Staff email offering encouragement and suggested links.
- 7/13/20: Survey sent to Classified Staff/Wage Employees for their questions/concerns regarding COVID-19 and the TCC Re-opening Plan found on the webpage. We received 70 submissions. These concerns were forwarded to be addressed by Dr. Conston and the President's Cabinet at the Townhall meeting of 7/27/20.
- 7/28/20: The Classified Association Co-Chairs met (Zoom) with Kim Bovee regarding the upcoming Strategic Planning process and staff participation.

Next Meeting:

Submitted by
Christie Bradley, Co-Chair/Secretary

Approved: 1/22/21