



Tidewater Community College - Classified Association
Meeting Minutes

Date: Friday, Jan. 14, 2022

Time: 10:30 a.m.

Place: Zoom

Attendance: Christie Bradley (C), Joella Shurdho (C), Loretta Bingham (C), Jennifer Wilkinson (N/D), Debbie Willis (P), Ellen Langston (P), Gia Lawrence (P), Barbara Vinson-Ratliff (P), Chrystal Sellers (P), Leona Davis-Daniels (P), Paula Wood (VB), Larissa Reed (VB),

Absent: Sharon Braziel (C), Toni Dixon (N/D), Jackie Fernandez (PD Fund Admin), Kendal Howard (N/D), Nikki Johnson (N/D), Stacey Newton (N/D), Roosevelt Gray (VB)

Special Guest: Davine Faulks-Brayboy

Call to order: Meeting was called to order at 10:30 a.m. by Barbara Vinson-Ratliff with 12 voting members present (quorum is 10)

Minutes: The December 10, 2021 minutes were approved as submitted.

Outstanding Business:

- The committee reviewed the survey results from the Dec. 2021 mini-event—noting questions, concerns, and suggestions.

Classified Professional Development Fund update: (Jackie Fernandez)

Requested Amount:	\$17,397.18
% Allocated:	19.4%
Amount Paid Out:	-----
Unallocated Amount:	\$72,102.82

- Two individuals requested additional funds once the limit was temporarily raised.
- Christie Bradley will send an email reminder to all staff that there are still professional development funds available.
- Funds for events or classes must be invoiced and received by the end of May 2022.

New Business:

- Staff and Wage Employee Awards: Christie Bradley will send out an email with forms and guidelines the first week of Feb. Nomination packets will be due April 1.
- Spring Break is March 7-11. Location and details are yet to be determined for professional development day.

- Marketing of the Classified Association: a sub-committee of volunteers was formed to include; Jennifer Wilkinson, Ellen Langston, Loretta Bingham, and Leona Davis-Daniels. They will meet and come up with a list of suggestions for the Association after which they will meet with Naima Ford about implementation.
- A Discussion Board was recommended to be added to the Association's Canvas site.
- Davine Faulks-Brayboy suggested the course, "Choosing Work Transcendence: Making a Lasting Impact Within Your Organization."
- Discussion concerning representation from the satellite sites based on The TCC Classified Association Constitution ensued. The Member-At-Large (MAL) positions for the satellite locations were to ensure that each location was represented, not to limit anyone's participation. A review of the Constitution will determine whether re-wording is needed to clarify the role staff from the satellite locations play in their Campus Assembly.

Campus Reports

Chesapeake:
Staff Changes:
Events:

Norfolk:
Staff Changes:
Events:

Portsmouth:
Staff Changes:
Events:

Virginia Beach:
Staff Changes:
Events:

Next Meeting: Feb. 4.

It was agreed that we needed to reset the time for the meetings to be 10:30-12 as our meetings have often taken a bit more time than anticipated.

Submitted by
 Christie Bradley, Vice Chair/Secretary

Approved: April 18, 2022