



Tidewater Community College - Classified Association (CA)
Meeting Minutes

Date: Friday, 4/1/22

Time: 10:30 a.m. – 12 Noon

Place: Zoom

Attendance: Barbara Vinson-Ratliff (P), Christie Bradley (C), Chrystal Sellers (P), Debbie Willis (P), Ellen Langston (P), Gia Lawrence (P), Jackie Fernandez (PD Fund Admin), Larissa Reed (VB), Stacey Newton (N/D)

Absent: Jennifer Wilkinson (N/D), Joela Shurdho(C), Kendal Howard (N/D), Leona Davis-Daniels (P), Loretta Bingham (C), Nikki Johnson (N/D), Paula Wood (VB), Roosevelt Gray (VB), Toni Dixon (N/D)

Call to order: The meeting was called to order by Barbara Vinson-Ratliff at 10:30 a.m. with 8 voting members present; quorum not met.

Minutes: Minutes will be sent for approval via email.

Classified Professional Development Fund update: Jackie Fernandez

Requested Amount: \$25,226.10

% Allocated: 28.2%

Paid Out Amt: \$8,097.51

Unallocated Amt: \$64,273.90

The TCC Finance office provided the Classified PD Fund with a reimbursement payment from the HEERF (Higher Education Emergency Relief Funds) in the amount of \$1000. The reimbursement was applied back to the December 2021 speaker fee payment made to Steve Gilliland, Inc. PO #PCO2703572. In summary, the HEERF amount paid for the speaker fee, so the CPD fund was reimbursed.

Fiscal year-end date is May 30, 2022. All PDF paperwork needs to be in by the end of May to be payment processed in June.

Post-event report from the Professional Development Day of 3/10/22:

- Reviewed the information collected on the post-event survey.
- Christie Bradley will add the link to join the CA Canvas site on the Webpage.

Support Staff Awards:

- At this time, there are no wage nominations.

- The acceptance period for Award nominations is extended to April 22.
- Barbara Vinson-Ratliff will send an email to the campus Deans asking for their support.

Alternative Work Schedules:

- The decision will be made by department heads, based on EWPs, per HR.
- Department heads are set to review EWPs.
- There is no obligation to reschedule until the agreement is signed.
- Request forms are located inside TCC.

Election Process:

- Campus Assembly Chairs need to ask their campus staff for volunteers to serve in the upcoming year.

Campus Reports

Chesapeake:

Staff Changes:

Events:

Norfolk:

Staff Changes:

Portsmouth:

Staff Changes:

Events:

Virginia Beach:

Staff Changes:

Events:

Next Meeting: 5/6/22

Submitted by
Christie Bradley, Vice Chair/Secretary

Approved: 7/12/22