



Tidewater Community College - Classified Association (CA)  
Meeting Minutes

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**Date:** Friday, June 17, 2022

**Time:** 10:30 a.m. – 12 noon

**Place:** Zoom

**Attendance:** Barbara Vinson-Ratliff (P), Christie Bradley (C), Chrystal Sellers (P), Ellen Langston (P), Gia Lawrence (P), Jackie Fernandez (PD Fund Admin), Larissa Reed (VB), Loretta Bingham (C), Paula Wood (VB), Roosevelt Gray (VB), Stacey Newton (N/D)

**Absent:** Debbie Willis (P), Jennifer Wilkinson (N/D), Kendal Howard (N/D), Leona Davis-Daniels (P)

**Guest:** Daye Faulks-Brayboy

**Call to order:** The meeting was called to order by Barbara Vinson-Ratliff at 10:30 a.m. with 10 voting members present; quorum met.

**Minutes:** Minutes will be sent out for voting via email.

**Classified Professional Development Fund update: Jackie Fernandez**

➤ <b>FY22</b>	<b>FY21</b>	<b>FY20</b>
Requested Amt: \$28,909.83		
% Allocated: 32.3%	24.6%	36.7%
Paid Out Amt: \$16,659.83		
Unallocated Amt: \$60,590.17	\$72,657.50	\$56,669.34
<b>FY23</b>		
Requested Amt: \$1,434.75		
% Allocated: 1.6%		
Paid Out Amt: \$0		
Unallocated Amt: \$88,065.25 (based on FY22 budget amount. FY23 hasn't been given yet.)		

**Final numbers for FY22:** will be given at the next meeting. There could be more postings from A/P or Pcard payments that happened in June for FY22.

- A motion was made, second, and passed to allow the per-employee Professional Development Fund amount to remain at \$1500 with the beginning of the fiscal 2022-23 year.

### **Secretarial Update:**

- Report on the status of the CA webpage and the CA Canvas site.

### **Discussion:**

- Regarding the state of each Assembly and the vacancies. Suggestions were made to help bolster interest on each campus. (The TCC Newsletter, meet & greet activities, and approaching campus Deans for assistance)
- A motion was made, second, and passed to delay the presentation of new 2022/23 Association Members until the July meeting. The expectation is for each campus to have all or as many positions filled as possible. The President or a member of the President's Cabinet will be invited to meet with the Association in July, when both the outgoing and the incoming membership should be in attendance.
- Regarding wage staff being able to hold offices on the campus Assemblies. This is something that will take more investigation, discussion, and would require a constitutional change.
- It was decided by the Association that the next meeting will be delayed, due to absences, until July 15. Barbara Vinson-Ratliff will compose an invitational email to Dr. Conston requesting that she attend this meeting.

### **Employee of the Year Awards:**

- The subcommittee formed for the purpose of reviewing nominations and selecting the Support Staff and Wage Employee of the Year for 2022 has completed their charge. Thank you to Loretta Bingham (chair), Howard Darden, Jackie Fernandez, Larissa Reed, and Stacey Newton for their willingness to serve and contribute to this especially worthwhile experience. Those chosen and their supervisor will be notified by the CA Chair. The public announcement will be made at Convocation in August. Communication Services will contact the recipients prior to that time for the picture and bio information to appear on the website.
- The award subcommittee suggested that the CA consider having a support staff and wage individual selected for each campus and then have a college-wide awardee selected from the campus award winners. Discussion was held and many found this an intriguing and beneficial idea.
- The award subcommittee also suggested that the CA devise a way to have spotlight recognition of staff, regardless of their role with the college. (security, bookstore, housekeeping, etc.) Further discussion necessary on this topic for ideas and suggestions.

### **Campus Reports**

#### **Chesapeake:**

#### **Staff Changes:**

**Events:**

**Norfolk:**

**Staff Changes:**

**Events:**

**Portsmouth:**

**Staff Changes:**

**Events:**

**Virginia Beach:**

**Staff Changes:**

**Events:**

**Next Meeting:** 7/15/2022

Submitted by  
Christie Bradley, Vice Chair/Secretary

Approved: 7/12/22