



TIDEWATER COMMUNITY COLLEGE
From here, go anywhere.™

Tidewater Community College - Classified Association Meeting Minutes

Date: September 5, 2013

Time: 1:30 pm

Place: Portsmouth Campus, Provost Conference Room A211

Attendance: Joyce Banks (C), Nancy Jones, Wanda Jackson (Norfolk), Monica Terry, Gwen Smith, Shana Owens, Joyce Green (Portsmouth), Paula Wood, Christine Anders, Gloria Singleton (Virginia Beach)

Absent: Coby Dillard, Christy Price-Townsend, Roosevelt Gray (C), Jai Stofocki, Toni Dixon (Norfolk), Leona Davis (WFD-Portsmouth), Martin Herrerra (Virginia Beach)

Special Guest: N/A

Call to order: The meeting was called to order by Nancy Jones, CA Co-Chair, at 1:00 p.m.

Minutes: The August minutes were discussed and it was suggested that corrections be made and the minutes presented again for approval. Monica Terry, CA Secretary, will make corrections and send minutes via e-mail to CA members for review and approval.

Outstanding Business

Professional Development Day

The Virginia Beach Library was not available for PDDay and the Chesapeake Conference Center was also booked. For that reason PDDay will be held at the Ted Constant Convocation Center in Norfolk. Nancy Jones has contacted the center and secured the date.

There will be 3 concurrent session in the morning: Hidden Disabilities (Beth Callahan), Safety (Beverly Crandall) and Veterans Affairs (Tiffany Putnam). Attendees will be able to rotate through all three sessions. Dr. Kolovani will provide an update on the Strategic Plan and the impact on enrollment to the college. The afternoon speaker will be Ann Rosser speaking on leadership and communication.

There will be light breakfast refreshments and a hot lunch selection. Registration and breakfast will be from 8:30 a.m. – 9:00 a.m. with the concurrent session running from 9:30 a.m. – 12:30 p.m.

The Association members voted to provide a lunch bag to all attendees. The lunch bag will have the TCC logo and the words Classified Association imprinted. Those who will be attending are asked to bring a bag of candy that will be distributed on the tables.

Registration will be worked by: Wanda Jackson, Christine Anders, Shana Owens and Joyce Green. Employees will register through the TCC Knowledge Center. Nametags will be made.

The community service project will be a baby shower for the Women's Center. A list of requested items will be distributed.

Nancy Jones asked that the Association members meet at the Ted Constant Center at 7:30 a.m. to help set up.

There was discussion regarding recognition of Classified employees. Since the awards ceremony is no longer an option, we need a way to recognize our classified employees. It was suggested that this can be done during PDDay.

Administrative Work Session

Nancy Jones attended the college-wide Administrator's Work Session. There was discussion regarding the outcomes from the Appreciative Inquiry sessions. It was noted that most of the suggestions are incorporated into the Strategic Plan. The college's governing bodies will be discussing implementation of the plan.

New Business

Spring 2014 PDDay

There was discussion regarding the March 14th PDDay. Ideas and/or speaker suggestions should be sent to Coby Dillard for consideration. A location for the March PDDay was discussed and the ATC and the VB Joint Use Library were both suggested. There was also discussion regarding a possible health fair at PDDay which could include information regarding diet and exercise, zumba class, chair yoga, etc. This could be the afternoon session.

The morning session suggestions revolved around student success and retention.

2013-14 Classified Association
Coby Dillard – Co-Chair
Nancy Jones – Co-Chair
Monica Terry – Secretary

Campus Reports

Chesapeake

- The new Academic Building is open.
- The Student Center is set to open in January.
- Counseling, Financial Aid, Veterans Affairs has moved to CT1 (modular building) for Phase I of HVAC replacement. This is a project that will be done in 5 phases that will run through April.
- Marie Linton has accepted a position at Paul D. Camp. Her last day was August 30.
- Christy Price has accepted a position at Wesleyan.

Norfolk

Portsmouth

- The Classified Assembly continued the Fun Fridays concept and used this as an opportunity to collect 32 2-inch binders for Victory Elementary 5th graders. They will use the binders to learn organizational skills.

Virginia Beach

Next Meeting: The next meeting is scheduled for October 2, 2013, at 1:30 p.m. at the Virginia Beach Campus Provost Conference Room.

Submitted by Monica Terry, 2013-14 Secretary



Important Dates to Remember

VCCA Conference in Virginia Beach, October 3 – 5, 2013

Approved: