

TCC Internal Relations Committee Minutes

Date: December 17, 2015

Time: 2:00 PM

Location: Green District Administration Building, Conference Room 602

ATTENDANCE:

In Attendance: Jeff Dunbar, Chair, Chesapeake Administrator
 Beth Lunde, Ex-Officio, HR
 Valary Lejman, Norfolk Classified
 Mary Beth Apperson, District Classified
 Jim Hines, Adjunct Faculty

Absent:

Guest speaker: Daye Faulks-Brayboy, Human Resources

I. Call to order – Meeting was called order by Chair Jeff Dunbar at 2:07 p.m.

II. Correction and approval of minutes

Minutes for October, 2015, and November, 2015, meetings could not be approved because there was not a quorum.

III. Reports

A. Chair Report – Chair Dunbar shared from PAPC meeting that was little consistency among committee reports, etc., to PAPC; PAPC is establishing a process to standardize and archive committee information. Now, all Committee chairs will sent all material to Terrence Johnson (works for Christine Damrose-Mahlmann, chair of PAPC).

IV. New business

A. TCC's Diversity & Inclusion Statement:

Tidewater Community College is dedicated to cultivating and sustaining a diverse and inclusive Environment that embraces all identities, perspectives, expression of ideas, and backgrounds. The entire college community benefits from experiences that foster mutual respect, celebrate differences, and value commonalities.

<http://www.tcc.edu/about-tcc/college-leadership/office-of-the-president/diversity-inclusion>.

V. Open business

- A. Update on review By-Laws with new Diversity & Inclusion Statement
 PAPC has updated by-laws – Webex or phone meeting added; New diversity and inclusion statement is not in PAPC by-laws yet; will be posted on Web page.
- B. Employee Sponsor Program – Beth Lunde clarified that all sponsors will be volunteers and will be trained. She was asked if there is a model and there is not a single model.
- C. Special Guest: Daye Faulks-Brayboy, Human Resources – Update on new employee orientation portal. – She answered specific questions. She will meet with Mary Beth Apperson to discuss some art/graphic suggestions.

NEXT MEETING:

Date: January 21, 2016

Time: 2:00 PM

Location: Green District Administration Building Conference Room 502

VI. **Adjournment** – Chair Dunbar adjourned the meeting.

Respectfully submitted,

Valary Lejman
Secretary