



TIDEWATER COMMUNITY COLLEGE  
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## Tidewater Community College - Classified Association Meeting Minutes

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**Date:** Friday, 8/6/21

**Time:** 10:30 am

**Place:** via Zoom

**Attendance:** Leona Davis-Daniels (P), Debbie Willis (P), Jill Hartney (C), Sharon Braziel (C), Joela Shurdho (C), Jackie Fernandez (PD Fund Admin), Stacey Newton (N/D), Jennifer Wilkinson (N/D), Paula Wood (VB),

**Absent:** Christie Bradley (C), Loretta Bingham (C), Inda Walker (N/D), Andrea Koltz (P), Ellen Langston (P), Roosevelt Gray (VB), Larissa Reed (VB), Toni Dixon (N/D), Chrystal Sellers (P), Gia Lawrence (P)

**Special Guest:** Daye Faulks-Brayboy

**Call to order:** The meeting was called to order by Jill Hartney, Chair, with 9 voting members present for quorum.

**Minutes:** The minutes of the July 2<sup>nd</sup> meeting were approved as presented.

### **Outstanding Business**

- Voting Members decided to raise the PD Fund for classified employees from \$1,200 to \$1,500 and the announcement was sent out
- Daye Faulks-Brayboy has been invited to the CANVAS Site as an instructor
- Motivational Videos by Steve Gilliland will be viewed before the next meeting to allow for a discussion
- Classified members will be brainstorming ideas for another mini event that could take place before the next mini-event on December 3, 2021
- CSA Proposal on Academy- another presentation will be given next meeting while Beth is present
- Next mini-event will take place on December 3, 2021 – Steve Gilliland, Making a Difference
- Possible Q & A about new COVID Restrictions

## **Classified Professional Development Fund update:**

- FY22 Budget Amt: \$89,500
- Requested Amount: \$7,407.55
- Percent Allocated: 8.3%
- Paid out Amount: \$0
- Remaining Budget: \$82,092.45

## **New Business**

- The question was raised by the committee, in lieu of the remaining balance of funds, should we raise the amount of individual award from \$1200 to \$1500. This proposal was voted on and passed; hence, classified staff who have already been awarded the \$1,200 are eligible for the increased amount.
- The last mini-event was successful based on the positive feedback from the survey!
- The Canvas site is live and accessible. Members can use either their empl ID or VCCS login to register for this site. The updated PDF is available on the Canvas site as well.
- No progress has been made on the Motivational Clips- this discussion was postponed to next meeting.
- Our next mini-event is scheduled for Dec. 3, 2021 with Steve Gilliland, "Making a Difference." The order was put in and it is fully approved, Christie will take care of other related inquiries when she returns.
- CSA Proposal on Academy: its mission is to establish more support for wage employees. VCCS does not offer benefits or financial support to wage staff so they cannot be awarded the same PD Funds as classified full-time employees. To bridge this opportunity gap, a new "academy" is in the works. For more information on this, refer to the attachment Leona sent out on 8/6/2021 (it will be included at the end of the minutes).

## **Campus Reports**

- No Campus Reports

## **Events:**

**Next Meeting:** September 3, 2021 10:30 a.m.

Submitted by  
Joela Shurdho, Acting Secretary

Approved: 9/3/21

# Tidewater Community College - Classified Association

## Classified Staff Professional Development Academy *Workforce Solutions Information Session*

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### Information Session Proposal

#### Purpose:

The purpose of the Information Session is to support the effort to establish a Classified Staff Professional Development Academy for Classified Staff full-time and part-time employees that will increase internal education opportunities for advancement.

#### Goals:

- ✚ Provide and support course offerings currently available to Workforce Solutions that would allow employees who desire to enhance their knowledge, skills, abilities, education and experience by earning continuing education units with the addition of an industry recognized credential that would support a professional career opportunity.
- ✚ Provide and support a career pathway from Workforce credit to Academic credit which would allow employees to earn a degree.

**Target Audience: Classified Staff** - 701 Currently Employed

✚ **Full-time:** 373

✚ **Part-time:** 328\*

#### Course Catalogs:

- ✚ VCCS Industry Credentials - [www.vccs.edu/workforce/industry-credentials/](http://www.vccs.edu/workforce/industry-credentials/)
- ✚ TCC Approved Industry Credentials (See Attached)
- ✚ TCC Catalog Search - <http://catalog.tcc.edu/>

#### Funding Sources:

- ✚ Classified Staff Professional Development Funds - **\$1,500.00**
- ✚ Adjunct Faculty Professional Development Funds - **\$1,200.00** (Select grouping)
- ✚ Hampton Roads Workforce Council (HRWC)\*
- ✚ Financial Aid for Non-credit Training leading to Industry Credentials – FANTIC
- ✚ Workforce Credentials Grant / FastForward
- ✚ VA Ready State Aid
- ✚ Governor's Emergency Education Relief – GEER
- ✚ Re-Employing Virginians – REV

Governor Ralph Northam announced that Virginia will allocate \$25 million from the federal Coronavirus Aid, Relief, and Economic Security (CARES) Act to fund monthly retainer payments for day support programs that provide services for Virginians.

Governor Ralph Northam has announced that the Commonwealth has distributed approximately \$304.5 million in federal American Rescue Plan Act (ARPA).

**Outcomes:**

Earning an industry recognized credential and/or Associates degree has the potential to provide a benefit to employees with high school diploma. Those currently holding a college degree will also benefit significantly in advancing a current career status.

Successfully accomplishing these outcomes supports to the mission, goals and objectives of the College by:

- ✚ Maintaining retention
- ✚ Increasing and improving skills and abilities
- ✚ Increasing the diversity in industry and career pathways
- ✚ Increasing internal statistics ○
  - Revenue
    - Registration ○ Credentials
    - Continuing Education Units

**NOTE:** \*External funding sources required.