



TIDEWATER COMMUNITY COLLEGE
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Tidewater Community College - Classified Association
Meeting Minutes

Date: Friday, 2/18/22

Time: 10:30 a.m.

Place: Zoom

Attendance: Christie Bradley (C), Toni Dixon (N/D), Jackie Fernandez (PD Fund Admin), Leona Davis-Daniels (P), Debbie Willis (P), Chrystal Sellers (P), Ellen Langston (P), Gia Lawrence (P), Barbara Vinson-Ratliff (P), Paula Wood (VB), Larissa Reed (VB)

Absent: Loretta Bingham (C), Stacey Newton (N/D), Jennifer Wilkinson (N/D), Kendal Howard (N/D), Nikki Johnson (N/D),

Special Guest:

Call to order: This brief call-meeting was called to order by Barbara Vinson-Ratliff at 10:30 a.m. for additional planning for the Professional Development Day on 3/10/22. (10 voting members present, quorum 9.)

Minutes: No minutes were presented at this call meeting.

Outstanding Business:

- **Barbara Vinson-Ratliff** is going to compose a letter, for the sake of continuity, that can be sent by each Assembly Chair to their Campus Dean, asking for their support of the Classified / Wage Staff and these professional development opportunities that we plan and that they would encourage their campus administrators to also support our efforts.
- **Suggested agenda for the 3/10/22 event:**
 - 9:30 – 9:45 a.m. Welcome (Barbara Vinson-Ratliff)**
Words of welcome, introduction of Assembly Chairs, PDF Administrator, and the deadline for nomination packets for the Classified and Wage Employees of the Year, March 31.
 - 9:45 – 10:15 a.m. The President’s representative from Executive Staff, Beth Lunde.** (college updates, flexible work schedules, schedule on file, casino, Q & A etc.)
 - 10:30 – 11:30 am. Morning Session: Prof. Mozell Person, “The Power of Disconnecting”**
 - 12:15 – 1:15 p.m. Lunch**

Yummy Goodness will deliver the box lunches to each campus for those that signed up and selected a box lunch.

Contacts: CH; Christie Bradley, VB; Paula Wood, PO; Gia Lawrence, NF/Dist.; Toni Dixon
Debbie Willis needs the building and room number for deliveries to add to the PO delivery.
CH and VB should receive their delivery about 11:30 a.m.; PO and NF should receive their delivery about 12:00 noon.

Registrations for the box lunch option are due by 5:00 p.m. on Friday, 2/25/22. Assembly Chairs will plan so that staff that want to can lunch together. This can be a time of reconnecting with campus colleagues and a time to inform them about the Campus Assembly & Association.

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| 1:30 – 2:00 p.m. | Sit & Stand Fitness with Chuck Thomas |
| 2:15 – 3:15 p.m. | Afternoon Session: Davine Faulks-Brayboy , “Choosing Work Transcendence: Making a Lasting Impact Within Your Organization” |
| 3:15 – 3:30 p.m. | Closing remarks: Barbara Vinson-Ratliff, Peggy Manuelito (Virginia Community Colleges Association [VCCA]) & Christie Bradley |

Brief period for sharing from attendees; reminder to all about the Canvas site and registering for that, and also encouraging input support when attendees receive the post-event survey.

- Zoom Chat Box Monitoring:
Morning sessions – Debbie Willis and Gia Lawrence
Afternoon sessions - Gia Lawrence and Ellen Langston
- Registration eMail will be sent to chairs to be distributed to their campus and satellite sites.
- Christie Bradley will track the registrations and send regular updates to the campus chairs and Debbie Willis, to track the lunch information.
- Christie Bradley will create a post-event survey. She will send a post-event eMail with the canvas access request information, the link to the event recording, and any hand-outs/presentation materials shared by the presenters.

Classified Professional Development Fund update:

No update at this meeting.

Next Meeting: TBD

Submitted by

Christie Bradley, Vice Chair/Secretary

Approved: April 17, 2022