



TIDEWATER COMMUNITY COLLEGE
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Tidewater Community College - Classified Association Meeting Minutes

Date: 3/3/2023
Time: 10:30 a.m.

Place: Zoom

Attendance: Adrian Baker (P), Barbara Vinson-Ratliff (Ex-Officio), Debbie Willis (P), Emily Simmons (VB), Gia Lawrence (P), Jackie Fernandez (PD Fund Admin), Jennifer Wilkinson (N/D), Larissa Reed (VB), Paula Wood (VB), Ruth DeCarmo (P)

Absent: Ellen Langston (P), Roosevelt Gray (VB), Stacey Newton (N/D)

Voting membership is currently 14, quorum equals 8

Special Guest:

Call to order: The meeting was called to order by Gia Lawrence, with 9 voting members present, 1 non-voting.

Minutes: Secretary was not present at meeting on 1/3/2023 and no minutes were taken.

Classified Professional Development Fund update: Jackie Fernandez

FY23

Allocated: \$47810.50

Percent Allocated: 53.4% (Best in last 4 years!)

Remaining Funds: \$41,689.50

Discussion:

*We will have a virtual Professional Development Day on 5/11/2023.

- Invite Chuck Thomas to present a session.
- Invite Mary Beth to present a session.
- Mini-session on Maneuvering through changes in the college.
- Session on HR update.
- Session on Microsoft Teams.
- Send "Save the Date" asap.
- Perhaps provide boxed lunch at each campus.

*Discussed goal for this year.

- Continue to increase use of Professional Development Funds.
- Put Recruitment campaign into place.
- Use Campus Connections to advertise events, meetings and recruitment.
- Invite Naima Ford to one of our meetings to discuss college communication guidelines.

Campus Reports

Chesapeake:

Staff Changes:

Events:

Staff Changes:

Events:

Portsmouth:

Staff Changes:

Events:

Virginia Beach:

Staff Changes:

Events:

Next Meeting: Friday, April 7, 2023

Submitted by
Debbie Willis, Secretary

Approved: 4/13/2023