



TIDEWATER COMMUNITY COLLEGE
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Tidewater Community College - Classified Association Meeting Minutes

Date: 7/12/18

Time: 1:30 p.m.

Place: Norfolk Campus

Attendance: Nancy Jones (P), Kathy Richardson (P), Christie Bradley (C), Inda Walker (N), Toni Dixon (N), Leona Davis-Daniels (WFS), Paula Wood (V), Daye Faulks-Brayboy (guest)

Absent: Dianne Parker (C), Bobbi Jean James (C), Charles Dennis (P), Linda Jacobs (P), Diane Graham (P), Bobby Bennett (V), Trisha Ok (V), Roosevelt Gray (V)

Due to filled Assembly positions (15), the Association voting quorum is 8.

Call to Order: Nancy called the meeting to order at 1:30 p.m.

Greeting: Nancy Jones greeted us and presented with the day's agenda.

Minutes:

- Nancy mentioned that Cheyenne Askew was working on completing the minutes for the last year. Once she receives them all, they will be forwarded to the committee at large so that we can read them and vote at the next available meeting.
- Approved Minutes forward to Web Communications for posting:

Old Business:

- **Classified Staff Professional Development Academy:**
Group held a discussion regarding the Classified Staff Professional Development Academy. Daye Faulks-Brayboy attended the meeting with the committee to gain a better understanding of what we were proposing. She has offered to help in any way she can once she knows what help we are asking for. Leona Davis-Daniels will send a copy of the file she has to Daye and to the committee members at large so that we can review before our next meeting discussion.

New Business:

- **Election:**
By group agreement, it was decided that the four campus chairs would act together in a co-chair capacity rather than one Association Chair and three co-chairs—Nancy Jones, Paula Wood, Toni Dixon, and Christie Bradley. Christie will also serve as

secretary. Leona Davis-Daniels will remain as Administrator of the PD Funds. Members will take turn as needed to insure there is representation at the PAPC meetings should they continue to meet. In the past, they have been September, January, and March. We have one position for our CA chair and one elected position. Leona Davis-Daniels agreed to attend whenever she possibly could. Thank you all for your willingness to serve.

- Campus Representatives

Classified Association Officers (7/1/18 - 6/30/19)

Association

	Christie Bradley	Co-Chair, Chesapeake, Secretary	757-822-5066	cbradley@tcc.edu
	Toni Dixon	Co-Chair, Norfolk/Dist	757-822-1585	tdixon@tcc.edu
	Nancy Jones	Co-Chair, Portsmouth	757-822-2370	ncjones@tcc.edu
	Paula Wood	Co-Chair, Va Beach	757-822-7166	pwood@tcc.edu
	Leona Davis-Daniels	PD Fund Administrator	757-822-1183	ldavis-daniels@tcc.edu
Chesapeake	Christie Bradley	Chair/Secretary	757-822-5066	cbradley@tcc.edu
	Dianne Parker	Vice-Chair	757-822-5375	dparker@tcc.edu
	Vacant	Secretary		-
	Bobbi Jean James	MAL	757-822-5231	bjames@tcc.edu
Norfolk/Dist	Toni Dixon	Chair	757-822-1585	tdixon@tcc.edu
	Inda Walker	MAL	757-822-1797	ibwalker@tcc.edu
	Vacant	Vice-Chair		
	Vacant	Secretary		
Portsmouth	Nancy Jones	Chair	757-822-2370	ncjones@tcc.edu
	Kathy Richardson	Vice-Chair	757-822-2300	krichardson@tcc.edu
	Linda Jacobs	Secretary	757-822-2718	ljacobs@tcc.edu
	Charles Dennis	MAL	757-822-2306	cdennis@tcc.edu
	Diane Graham	MAL-VAC	757-822-1887	dgraham@tcc.edu
	Leona Davis-Daniels	MAL-WFD	757-822-1183	ldavis-daniels@tcc.edu
Va Beach	Paula Wood	Chair	757-822-7166	pwood@tcc.edu
	Trisha Ok	Secretary	757-822-7207	tok@tcc.edu
	Bobby Bennett	MAL	757-822-7926	bbennett@tcc.edu
	Roosevelt Gray	MAL	757-822-7603	rgray@tcc.edu

New Business:

- Blackboard Collaborate: Tim Purkett came and showed us how to access the program and a brief demonstration. A “course” has been set up for Classified Association. The Association is planning to hold many of our meetings this way to help alleviate some of the problems incurred regarding staff availability and meeting attendance. Tim Purkett said he had a detailed “how-to” for us to become better familiar with the program. A webcam will be needed for video participation. This is now handled by John Morea’s department, Iris Wang (Blackboard).
- Professional Development Day: October 26, 2018
 - Christie Bradley is checking to see if the large room is available in the Chesapeake Campus Student Center. (round tables of 8 for 100-120 people, tables for food, tables for project collection, table for registration)
 - Christie Bradley has offered to handle the communications (“hold the date”, invite, etc.)
 - Toni Dixon has agreed to handle the order for the food.
 - Nancy Jones made the following suggestions for the event:
 - Interim President DeCinque, asked to speak
 - College initiatives
 - Pathways update
 - Tim Mallory, campus security
 - Motivational speaker in afternoon (Nancy Jones will speak with Daye Faulks-Brayboy for suggestions.)
 - Rather than break-out sessions, it was suggested that we have brief 5-minute stretch breaks between presentations.
 - Service project yet to be determined though Foodbank was suggested.

Important Dates:

- VCCA Annual Conference, Fredericksburg, Oct. 3-5, 2018
- Classified Professional Development Day, Oct. 26, 2018

Campus Reports:

- Chesapeake:
 - New Assembly officers announced
- Norfolk:
 - New Assembly officers announced
 - Interim Provost: Emanuel Chestnut
 - Interim Dean of Student Services: Kia Hardy
 - New Pathway Dean, Interim: Nancy Prather-Johnson
 - 5th floor Martin under revision—building new Testing Center and Open Computer Lab.
 - City of Norfolk gave old Greyhound Bus Station to move the Visual Arts program and the Culinary Arts program to the Norfolk Neon District.
- Portsmouth:
 - Dr. Michelle Woodhouse’s father (Mayor William Ward) passed away
 - Nancy Prather-Johnson has gone from Portsmouth to Norfolk to act as the Interim Pathway Dean for Business.
- Virginia Beach:

- New Assembly officers announced
- Library is lively with summer camps.

Next Meeting: Nancy Jones will put together a meeting schedule, both for BB and face-to-face meetings.

With business complete for the day, the meeting was adjourned. Thank you Norfolk Assembly for graciously hosting our meeting.

Respectfully submitted,

Christie Bradley
Co-Chair, Secretary