Professionals and Professional Faculty Assembly
MEETING MINUTES
Wednesday, July 10, 2013 8:15-9:45 a.m.
Ford Classroom, Swem Library

Attendance:

1. Atkinson, Lesley -- absent
2. Bengtson, Babs
3. Cartwright, Grace -- absent
4. Coleman, Tina
5. Costello, Carla -- absent
6. Crispino, Matthew
7. Fassanella, Terence -- absent
8. Gatling, Sharron
9. Hawthorne, Peel -- absent
10. Jennings, Karlene -- absent
11. Leatherwood, Claire
12. McBeth, Elaine
13. Molineux, Mary
14. Morse, Linda -- absent
15. Pada, Maria Elena -- absent
16. Pohl, Matthew
17. Rosier, Tiffanie -- absent
18. Sekula, Jennifer
19. Varnell, Lyle
20. Webb-Robers, Wendy
21. Zagursky, Erin -- absent

I. Call to order: Incoming PPFA President Sekula called the meeting to order at 8:22 a.m.

II. Agenda: The agenda was reviewed and approved.

III. Minutes: Minutes for the PPFA’s June 4, 2013, meeting were reviewed and approved.

IV. Elections and Appointments:

A. New officers were elected:
   • Vice President/President Elect: Carla Costello
   • Secretary: Claire Leatherwood

B. New Standing Committee chairs were selected:
   • Academic Issues: Matt Crispino
   • Administrative Issues: Lesley Atkinson (continuing)
   • Communications: Tina Coleman (continuing)
   • Membership: Matt Pohl

ACTION: PPFA members, including officers, who have not yet done so are asked to email Sekula in the next week with their choice of committee.

V. Goals for FY2013-14: Sekula announced that PPFA projects for the coming year would be the topic of discussion and brainstorming at the next meeting.

VI. Threat Management training. (Note: Four members of the Staff Assembly joined the meeting for this presentation.)
Guest Speakers Anna Martin, Vice President for Administration, and Don Challis, Chief of Police, reviewed the College’s threat management system which encourages all W&M faculty, staff, and students to collaborate in preventing violence at the College.

Virginia requires that each university have a committee that educates and helps prevent campus violence. W&M’s committee is called Campus Assessment & Intervention Team (CAIT).

Details about W&M’s threat management policies and procedures are available at http://www.wm.edu/violenceprevention

Additional training sessions will be conducted in the coming months in an effort to reach as many employees as possible.

**VII. Next PPFA Meeting:** Thursday, August 1, 2013, 8:15-9:45am, Board of Visitors Board Room, Blow Hall.

**VIII. Adjournment:** the meeting was adjourned at 9:45 a.m.

Respectfully submitted,
Mary Molineux, Acting Secretary
7/10/2013