

**Professionals and Professional Faculty Assembly
College of William and Mary
MINUTES**

Friday, February 13, 2009 8:45-10:15am

Location: Board of Visitors Board Room, Blow Hall

Present: *Wayne Boy, Steve Cole, Judy Corello, Lisa Grimes, Vernon Hurte, Ilsa Kaattari, Pamela Mason, Elaine McBeth, Mary Molineux, Dot Osborne, Mane Pada, Bobby Reis, Tom Rideout, Cory Springer, Wendy Webb-Robers, Jobila Williams, Randolph Williams*

1. Last meeting's (January 16) minutes approved

2. Next meeting March 6th at 8:30 am.

- The regular 2nd Friday meeting date, March 13, falls during spring break and isn't convenient for several PPFA members. The Blackboard meeting date wiki showed that March 6 worked best for most PPFA members.
- Location for March 6 is to be announced. An issue is that it takes an inordinate amount of staff time to reserve the Board of Visitor space and equipment, pick up and return keys, etc. Discussion of alternate spaces to meet; discussion of rotating meeting spaces throughout the year, to include VIMS and Law School, versus trying to find a single place to conduct all the PPFA meetings.
- ACTIONS: Springer and Molineux will work together to explore best location options.

3. Committee membership reports:

STANDING COMMITTEES:

Academic Issues Committee—Pamela Mason, Chair

- Steve Sechrist
- Kia Butts
- Dave Gilbert
- Cory Springer

Elections Committee – Mane Pada, Chair

- Ilsa Kaattari
- Judy Corello
- Marcos Asse

Policies and Administrative Issues Committee – Dot Osborne, Chair

- German Mendez
- Wendy Livingston
- Kim Chandler

Technology Committee – Bobby Reis, Chair

- Benji Djeukeng

AD HOC COMMITTEES

Communications Ad Hoc Committee – Lee Foster, Chair

- Judy Corello
- Randy Williams

Professionals & Professional Faculty Handbook Ad Hoc Committee- Lisa Grimes, Chair

- Wayne Boy
- Kiersten Boyce
- Steve Cole
- Elaine McBeth
- Lynn Riggs
- Wendy Webb-Robers
- Dot Osborne, ex officio (as chair of the Policies & Administrative Issues Committee)

Strategic Planning Ad Hoc Committee – Tom Rideout, Chair

- Grand Challenge Team Leaders: Wayne Boy, Lisa Grimes, Vernon Hurte, Mary Molineux, Tom Rideout, Randy Williams for now.
- Other members may be recruited, especially after this first project is completed.

4. Strategic Plan reports from team leaders

- Each team leader chose a few highlights to present to the group and there was some discussion. There was general agreement that the final PPFA contributions should be prioritized, with just a few objectives under each Grand Challenge and perhaps the remaining ideas batched separately as future objectives. Molineux suggested sending innovative ideas, not just the most obvious or most easily achieved suggestions.

ACTIONS:

- Each team should upload/update their respective wikis in Blackboard or send Molineux the document by end of day Friday, February 13, so that Molineux can post these on the PPFA website for PPFs to begin reviewing.
- Molineux asked teams to make sure each objective is measurable.
- J. Williams and Reis will create an online form so the greater Professional and Professional Faculty membership can add their own comments and suggestions to the Grand Strategy work the PPFA has done.
- After the general PPF meeting on February 18 and with the online input from PPFs, the PPFA will decide which of the suggested goals and objectives will be forwarded to the Provost.

5. PPFA's Goals & Objectives for the year

- Molineux showed the draft PPFA Goals & Objectives posted as a wiki on our Blackboard site and reminded us that we should pick out a modest number of achievable goals and commit to completing them within the year.
- ACTIONS: Molineux will send out an email to PPFA members, asking all to begin looking at these goals and making suggestions. She asked that each committee chair begin drafting goals and objectives for his or her respective committee, with those ideas feeding to and from the PPFA goals and objectives.

6. PPF general meeting: February 18, 8:30-10:00 a.m., Tidewater B, Sadler Center. Agenda will include the PPFA's draft Strategic Plan ideas for the 6 Grand Challenges; discussion and input from the audience of goals and objectives for the PPFA; and introduction of committees.

7. Dependent Tuition Proposal from the Faculty Assembly. ACTION: Molineux will send email to the PPFA, asking for comments.

Respectfully submitted,
Wendy Webb-Robers, Secretary
February 26, 2009