

Professionals and Professional Faculty Assembly (PPFA) MINUTES

September 11, 2009 8:30-10:00am

Board of Visitors Room, Blow Hall

Members present: Boy, Wayne; Cole, Steve; Foster, Lee (*Chair, Communications*); Mason, Pamela (*Chair, Academic Issues*); McBeth, Elaine; Molineux, Mary (*President*); Osborne, Dorothy (*Chair, Policies & Administrative Issues*); Pada, Maria Elena (*Vice President*); Kaattari, Ilsa; Livingston, Wendy; Reis, Robert (*Chair, Technology*); Rideout, Tom (*Chair, Strategic Plan*); Scott, Jennifer; Springer, Cory; Webb-Robers, Wendy (*Secretary*).

Absent: Corello, Judy; Grimes, Lisa (*Chair, PPF Handbook*); Carlane Hampton; Hurte, Vernon; Latour, Jennifer; Richardson, Stacy.

Guests: Deloris Thomas, *W&M HACE President and chair of Staff Assembly Steering Committee*
Michael Halleran, *W&M Provost*

Visitors: German Mendez; Newt Munson from VIMS

Molineux called the meeting to order at 8:35 a.m.

1. New members and visitors: One of the two newly-elected PPFA members, Jennifer Scott, was introduced, then the visitors. The other newly-elected member, Jennifer Latour, was unable to attend this meeting. Each new member had received an orientation by PPFA Executive Committee member Judy Corello.

2. The Agenda was reviewed; no new business added; agenda adopted.

3. Minutes of the August 14, 2009, PPFA meeting were reviewed and approved.

4. HACE/Staff Assembly: Deloris Thomas, current President of W&M's Hourly and Classified Employees (HACE) association and chair of the Staff Assembly Steering Committee, explained that HACE was founded in 1986 as an outgrowth of Swem's Classified Staff organization. Members pay \$7 annual dues and the monies are used for programming and to raise money for those who need assistance. HACE members put together holiday baskets for needy employees and also stockings for the Salvation Army. HACE is changing to the Staff Assembly format to be a voice for all classified and hourly, and will be basing itself on the Faculty and PPF Assemblies. HACE currently has fewer than 100 dues paying members; the new Assembly would represent 990 classified and 250 hourly employees. This assembly will report to Anna Martin. Some of the social aspects of HACE will be retained, but that will no longer be the main focus.

Thomas said that the College's legal office advised against collecting dues. Boy pointed out that not having a PPFA budget limits our scope.

Molineux suggested that the PPFA and Staff Assembly work together in some joint programming or project.

Thomas said that the Board of Visitors (BOV) “staff seat,” held last year by HACE’s President, will be shared with PPFA on a rotating basis, with the PPFA holding that seat this year; the Staff Assembly next year. Both organizations will work together to share information and concerns that can be taken to the BOV meetings. Molineux reported that the Code of Virginia has clauses that allow Boards of Visitors to appoint faculty and student representatives to seats at BOV meetings; she suggested that we investigate the possibility of lobbying for an amendment to the code for staff representatives.

Discussion about supervisors and administrators need to provide support and encourage participation in the assemblies. We found the campus organizational chart online to see who reports to whom. Molineux encouraged us to talk to our supervisors about how much we are personally getting out of PPFA.

5. Policy and Issues Expertise (PIE) project: Molineux described the initiative and demonstrated the matrixes and reported that she met with W&M Vice President for Human Resources Earleen O’Roark to review the project. In support of the pending PPF policies, O’Roark has been doing similar research and we might be able to partner with her for some of the process.

Action: We agreed spend the first month gathering and reviewing W&M policies (for PPFs, operational, and instructional faculty) to become familiar with them. Molineux will begin contacts with the other restructured universities. [See below for discussion with Provost Halleran.]

6. Budget: Discussion about the just-released news of the latest budget cut from the state, to be off-set somewhat by using funding from the 2011 budget.

7. Provost Michael Halleran: Provost Halleran was introduced and PPFA members introduced themselves. He mentioned our ranking in US News and World Report, noting how relatively high we rank in comparison with how relatively poorly funded we are. He mentioned the College’s strategic plan—saying that we need to have fewer priorities. He pointed out that we can’t wait until we have the money we think we need before doing anything. He emphasized that the College needs to make sure that we are structured for success.

Halleran said that, while we do have a business model, it is very fluid because of the unpredictability of income. He pointed out that having a string of smaller budget cuts rather than one big one affects the decision making process. He said he was surprised that students don’t seem opposed to tuition increases, but they need to be able to plan for it.

Molineux explained the PIE project to Halleran. He suggested that, for our peer institution comparisons, we use a mix of about 5 public colleges and 2 private colleges for comparison purposes; Delaware and Rutgers are both unionized and should have favorable employee policies.

Halleran was not certain as to when the pending PPF employee policies will be approved and he volunteered to meet with the executive committee to discuss our concerns with these policies.

Action: Molineux will schedule a PPFA Executive Committee meeting with Halleran. PPFA Executive Committees should review the four pending policies in preparation for that meeting.

8. Next meeting: the next PPFA meeting is October 9, 2009, in the BOV Room. Our guest will be Chon Glover, W&M Assistant to the President for Diversity and Community Initiatives.

9. Adjournment: the meeting was adjourned at 10:20 a.m.

Respectfully submitted by
Wendy Webb-Robers

Approved 10/9/2009 by the Professionals and Professional Assembly.