

Professionals and Professional Faculty Assembly MINUTES

Wednesday, April 7, 2010 3:30-5:00pm

Board of Visitors Board Room, Blow Hall

Members Present: *Corello, Judith; Kaattari, Ilsa (Chair, Elections); McBeth, Elaine; Molineux, Mary (President); Osborne, Dorothy (Chair, Policies & Administrative Issues); Pada, Maria Elena (Vice-President); Pittman-Hampton, Carlane; Reis, Robert (Chair, Technology); Springer, Cory; Webb-Robers, Wendy (Secretary)*

Members Absent: *Boy, Wayne; Cole, Steve; Foster, Lee (Chair, Communications); Grimes, Lisa (Chair, PPF Handbook); Hurte, Vernon; Latour, Jennifer; Livingston, Wendy; Mason, Pamela (Chair, Academic Issues); Richardson, Stacy; Scott, Jennifer; Rideout, Tom (Chair, Strategic Plan);*

I. Call to order at 3:30pm.

II. The agenda was reviewed.

New Item: Corello asked about a policy that in which internal candidates for a position may not earn more than 20% of the candidate's current salary, regardless of the posted salary for the position. **ACTION:** Molineux and Corello will gather more information about how this question and contact College administration for clarification, as appropriate.

III. The minutes for the March 3, 2010, meeting were reviewed, but a quorum was lacked for approval.

IV. Elections update: Elections Committee chair Kaattari reported that 13 nominees were in the system but only 10 statements-of-interest. However, there was still another hour before the deadline. Molineux reported that we had four information sessions for people who might be interested in serving in the PPFA, and one person came to one of them.

V. PIE Project updates by teams:

Appointments and Terminations: PIE Team – Dot Osborne and Mary Molineux.

Molineux demonstrated some additional resources added to the white paper for this PIE topic. There was discussion about expanding CUPA-HR access to more PPFA members. **ACTION:** Molineux will see if a PPFA account can be created.

Performance Planning and Evaluation: PIE Team – Judy Corello, Wendy Webb-Robers, and Wendy Livingston.

Webb-Robers reported that the white paper is almost done. The actual Performance Planning and Evaluation Policy for PPFs is nearing completion, with final drafts being exchanged between College administration and the PPFA's Executive Committee.

Classification Policy: PIE Team – Ilsa Kaattari and Pamela Mason.

Kaattari reported that more research will be done after Mason returns.

Leave Share + Sick/Disability Leave: PIE Team – Mane Pada and Elaine McBeth.

Pada reported that there will be a meeting with Human Resources representatives, Rita Metcalfe and Susan Mongold: 3:30 p.m., April 12, Ford Classroom of Swem Library. The white paper is just about done.

Compensation Policy: PIE Team – Jennifer Scott and Wayne Boy.

No representative at the meeting.

Severance Benefits: PIE Team – Dot Osborne and Lisa Grimes.

Osborne reported that our policy is much better than our peer institutions. That PIE team will post a basic white paper.

Grievance: PIE Team – Vernon Hurte and Stacy Richardson.

In the absence of Hurte and Richardson, Molineux reported on this PIE topic: she had created a draft white paper and posted it on the PPFA PIE Blackboard site. W&M instructional faculty have an extensive policy, and W&M operational staff have access to the state of Virginia grievance procedures.

Annual Leave + Professional/Academic Leave: PIE Team – Carlane Pittman-Hampton, Lee Foster, and German Mendez.

Pittman-Hampton reported that this white paper is done and she will post on Blackboard. W&M's policy is very similar to other institutions.

Retirement Benefits: PIE Team – Cory Springer and Tom Rideout.

Springer reported that she's not finding a lot of information yet.

Health & Disability Insurance Benefits: PIE Team – Bobby Reis, Steve Cole, and Jennifer Latour.

Reis reports no progress yet. Observed that these benefits are determined at the state level. The PPFA noted that it had endorsed domestic partner benefits, which this topic would cover.

VI. Next PPFA meeting: May 5, 2010, 8:15-10:00am, Board of Visitors Board Room, Blow Hall.

VII. New business. Pittman-Hampton suggested that we review PPFA's priorities and discuss time demands and constraints. There was some discussion also of which PPFA members would be willing and able to take on the leadership/officer roles in the coming year. **ACTION:** this topic will be added to the next meeting agendas of the PPFA Executive Committee and full PPFA.

VIII. Meeting adjourned 5:10 pm.

*Respectfully submitted,
Wendy Webb-Robers
April 22, 2010*

Approved May 5, 2010, by the PPFA.