

Professionals and Professional Faculty Assembly
Wednesday, February 16, 2011 8:15-10:00a.m.
Board of Visitor's Room, Blow Memorial Hall

Members Present: *Boy, Wayne; Corello, Judith (Member-at-Large); Foster, Lee; Grimes, Lisa; Kaattari, Ilsa (Chair, Elections); Mason, Pamela; McBeth, Elaine (Chair, Academic Issues); Mendez, German (President); Molineux, Mary (Chair, Policies & Administrative Issues); Osborne, Dorothy (Member-at-Large); Pada, Maria Elena (Vice President); Pittman-Hampton, Carlane; Reis, Robert; Rideout, Tom; Webb-Robers, Wendy (Secretary)*

Members Absent: *Gatling, Sharron; Latour, Jennifer; Mongold, Susan; Richardson, Stacy; Scott, Jennifer; Springer, Cory (Chair, Technology)*

I. Meeting called to order 8:20 a.m.

II. New items to agenda: PPFA members to get their 'business innovations' suggestions to President Mendez by the end of the month so he can forward them to President Reveley.

III. November, December 2010 and January 2011 minutes approved.

IV. Guest Speaker Susan Evans, from the Creative Services office talked about the new initiative to standardize the visual identity here at W&M. She was tasked by President Reveley last August to address this as part of the Strategic Plan. Right now, there are a lot of logos used to identify the College, and even more used to identify departments and schools. Evans' team has talked to other universities who've successfully standardized a logo, as well as those who are working to do so. Those who have typically have taken years to phase in to defray the expenses of replacing old logos. Her team has created a blog so the W&M community can stay up to date on the project. Soon there will be a web site where we can download the official logo and find the guidelines to using it. Schools will be able to 'sub-brand' their logos. The official logo will be trademarked.

V. Tom Rideout brought an example of an employee engagement survey developed by Northrup Grumman and Gallup Consulting. This instrument has been used widely within the private industry, less with colleges and universities. Rideout talked to Vice President Golden about this instrument; Golden was impressed and indicated he'd find funding for us if the PPFA decides to pursue administering it. Golden also indicated that this would allow the PPFA to 'own' the data.

VI. Mary Molineux reviewed the PPF Service/Governance policy proposal that the Policies and Administrative Issues committee created. The goal is to formally include participation in campus service and governance in the performance expectations of PPFs. The concern is that service and governance activities are not valued by many of the supervisors of PPFs, resulting in few PPFs being available to serve on committees and to other campus service activities. Molineux demonstrated how this kind of policy is incorporated into Swem Library's employee performance evaluations.

ACTION: Mendez will schedule a meeting with the Provost and the PPFA's Executive Committee within the next two weeks. This proposal will be one of the agenda items.

VII. Discussion about the PPFA response to the 2010 Employee Climate Survey. A data analysis shows that about half of the 483 self-identified PPFs were actually not PPFs but were likely

instructional faculty. . Further, the survey design apparently permitted multiple responses by individuals. Discussion about whether the PPFA should ask for the Employee Survey to be re-administer or administer a separate survey, perhaps like that Rideout demonstrated.,

ACTION: Molineux will edit the memo to request that the Employee Survey be re-administered and, if not, that the PPFA proceed with an alternate survey.

VIII. Brief discussion about the existing PPFA Goals and Objectives.

ACTION: Pada will review and suggest priorities for the PPFA.

IX. Molineux reported that the PPFA Constitution amendments, the Bylaws amendments, and the Classification and leave Policies were all sent to the Provost before December, but we have no response yet.

ACTION: The PPFA Executive Committee will inquire about these items during its meeting with the Provost.

X. Mendez and Lynn Riggs, from the Human Resources office, are serving on the Background Checks Committee. We don't yet know which PPF is serving on the Shirley Aceto Award committee. Molineux is serving on Vice President Golden's performance review committee.

Mendez reports that the College is now committed to increasing in-state student enrollments by 200 over the next 4 years, not including the 20 or so students participating the St. Andrews joint degree program. This increase is in response to a mandate from the Governor.

XI. The next PPFA meeting is March 23, 2011, 8:15-10 a.m. in the Board of Visitors Room, Blow Hall.

XII. Meeting adjourned, 10:00 a.m.

*Respectfully submitted by Wendy Webb-Robers, Secretary
Approved by the PPFA, March 23, 2011.*