

Professionals and Professional Faculty Assembly

Minutes

Wednesday, April 27, 2011 8:15-10:00am

Board of Visitors Board Room, Blow Memorial Hall

Members Present: Boy, Wayne; Corello, Judy (*Member-at-Large*); Gatling, Sharron; Grimes, Lisa; Kaattari, Ilsa (*Chair, Elections*); Mason, Pamela; Mendez, German (*President*); Molineux, Mary (*Chair, Policies & Administrative Issues*); Mongold, Susan; Osborne, Dot (*Member-at-Large*); Pada, Mane (*Vice President*); Pittman-Hampton, Carlane; Reis, Bobby; Rideout, Tom; Springer, Cory (*Chair, Technology*); Webb-Robers, Wendy (*Secretary*)

Members absent: Foster, Lee; McBeth, Elaine (*Chair, Academic Issues*); Latour, Jennifer; Richardson, Stacy; Scott, Jennifer

Guest: Peel Hawthorne, Head Coach, Athletics

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

II. **March minutes** reviewed, corrected and approved.

III. **Elections:** Ilsa Kaattari, Chair of the Elections Committee, reported that 6 people have self-nominated to the upcoming PPFA vacancies.

IV. **PPF General Meeting:** German Mendez, President, and Carlane Pittman-Hampton reported that they are trying to find funding for some kind of refreshments for the PPF general meeting. If they cannot find funding, they propose that each of the PPFA members contribute a small amount. Pamela Mason reported that there is still approximately \$120.00 left over from the PPF basketball game event in January. Discussion about the general meeting agenda. Decision to begin with remarks from Provost Halleran, then to break into a series of short round-table discussions. Discussion about the PPFA's obligation to disseminate information to the PPFs.

Action: Pittman-Hampton will add a question to the RSVP form asking what topics the PPFs would like to discuss in the roundtables.

Action: Each PPFA member will ask other PPFs for feedback about possible roundtable discussion topics and forward the suggestions to Pittman-Hampton.

Action: Cory Springer, Sharron Gatling, Pam Mason, and Judy Corello will assist Hampton-Pittman in managing the logistics of the general meeting.

V. **Goals & Objectives:** Mane Pada, Vice President, Carlane Pittman-Hampton, and Mary Molineux, Chair of Policies and Administrative Issues Committee, presented the proposed Goals and Objectives for 2010-2011. These are divided into 5 broad categories, within which are a number of subcategories:

1. Representation
2. Policies and issues
3. Academic issues
4. PPF engagement
5. Communications & Technology

Discussion about whether to set the goals annually or biannually. Discussion about how to get the committees staffed. Pada noted that the Faculty Assembly requires each of its members to serve on at least two committees.

Action: Molineux will send out an online form for PPFA members to select committees.

Action: The goals and objectives will be voted upon at the May meeting, since we no longer had a quorum at this juncture.

VI. New Business:

Tuition Waiver for Part-Time Staff: Pamela Mason and our guest, Peer Hawthorne, told the PPFA about the number of part-time assistant coaches in the athletic department, classified as PPFs, who would like to have the same tuition waiver benefit that full-time staff have (one free course per semester). This would help with morale, recruiting, and retention. Mendez reported that he recently spent a good amount of time trying to identify which entity on campus is responsible for administering this benefit.

Action: Mason will chair a task force, with Hawthorne and Cory Springer, to investigate the policies at other universities and develop a proposal in coordination with the Staff Assembly and Faculty Assembly. Molineux will forward to the task force information about previous campus initiatives on tuition waivers (a Faculty Assembly proposal from 2008; recommendations from W&M's restructuring process in 2007; etc.).

VI. Next Meeting: the May 11th PPFA meeting will be devoted to arranging the PPF general meeting and will be held in the Registrar's conference room in Blow Hall.

VII. Meeting adjourned 10:00 a.m.

Respectfully submitted by Wendy Webb-Robers, Secretary

Approved 7/13/2011 by the PPFA