

## **Professionals and Professional Faculty Assembly**

### **MEETING AGENDA**

August 10, 2011 8:15-10:00am

Board of Visitors Board Room, Blow Memorial Hall

#### **8:15-8:30am**

- I. Call to order and introduce guests.
- II. Agenda: review and solicit new items.
- III. Minutes: review and report on action points; approve previous meeting minutes.
- IV. The year ahead: Molineux
- V. PPFA engagement and meeting protocols.

#### **8:30-8:45am**

- VI. Committees and their responsibilities: review Bylaws; discussion.
- VII. Provost's meeting report: Molineux and Mendez.

#### **8:45-9:15am**

- VIII. PPFA's goals and objectives: quick review; committees will work on these steps:
  - A. Goals and objectives quick review (committees will review in detail when they meet and do the following steps)
  - B. Where to add projects identified at the May 17 PPF General Meeting
  - C. Linking PPFA goals and objectives to the W&M Strategic Plan
  - D. Prioritizing: what can we reasonably achieve this year?
  - E. Assigning teams, primarily through committee structure but could cross committees
  - F. Recruiting other PPFs to help

#### **9:15-9:50am**

- IX. Immediate high priority projects to consider:
  - A. PPF survey: a short survey (perhaps a dozen questions at most) to replace last summer's Employee Survey
  - B. PPF General Meeting for the fall and/or informational sessions about policies
  - C. Performance Planning & Evaluation training
  - D. Leadership development within the PPFA:
    - (1) identify possible future officers within PPFA and develop leadership skills
    - (2) identify PPFs with potential; get them involved this year; nominate them next spring if they are interested.
  - E. Partnership Program: Mongold

#### **9:50-10:00am**

- X. New business
- XI. Next PPFA Meeting: September 28, 2011 8:15-9:45am, BOV Board Room, Blow Hall
- XII. Adjournment