

# 9/5/2012

## Professionals and Professional Faculty Assembly

### MEETING MINUTES

Wednesday, September 5, 2012 8:15-9:45 a.m.

Board of Visitors Board Room, Blow Hall

#### Attendance:

- |                                |  |
|--------------------------------|--|
| 1. Atkinson, Lesley --absent   | 12. Neff, Dean --absent                |
| 2. Boy, Wayne -- absent        | 13. Pada, Maria Elena --absent         |
| 3. Coleman, Tina               | 14. Pittman-Hampton, Carlane -- absent |
| 4. Costello, Carla             | 15. Pohl, Matthew                      |
| 5. Crispino, Matthew           | 16. Reis, Robert                       |
| 6. Gatling, Sharron            | 17. Rosier, Tiffanie                   |
| 7. Hawthorne, Peel             | 18. Sekula, Jennifer                   |
| 8. Jennings, Karlene -- absent | 19. Varnell, Lyle                      |
| 9. McBeth, Elaine              | 20. Webb-Robers, Wendy                 |
| 10. Molineux, Mary             | 21. Zagursky, Erin                     |
| 11. Morse, Linda               |  |

#### 8:20-8:30 a.m.

##### I. Call to order:

- Gatling called the meeting to order at 8:20 a.m.

##### II. Agenda: Review and Solicit New Items

The agenda was reviewed and approved.

The Provost approved the Employee Performance Survey.

#### ACTIONS:

Gatling to touch base with Ron Price (new HR AVP) to share the survey and the plans for distribution of the survey.

Gatling will obtain all supervisor names from HR.

III. **Minutes:** Minutes for the PPFA's August 16, 2012, meeting were reviewed and approved.

#### 8:30-9:30am

##### IV. General Meeting

Discussion about the general meeting focused on the format and timeframe. It was decided that 1.5 hours would be needed for the meeting. Likely from 9-10:30 a.m. the week of November 12.

The basic outline for the meeting:

1. Welcome
2. Remarks by Ron Price
3. Introduction of the 21 Assembly Members
4. Introduction of Committee Members and Chairs
5. Overview of Committee goals
6. Break into roundtable discussions

(Suggested Topics: Value of a liberal arts university; Curriculum Review; Performance Planning Survey Results; Benefits; Concerns and Issues; Innovation and Shared Practices)

**ACTIONS:**

Gatling will send out a survey to the membership and ask them to choose the most important topics and also provide them with an “other” box for a write-in topic.

Gatling will check Ron Price’s schedule and ask him to give brief remarks at the general meeting.

Gatling will ask the Provost’s Office for money for coffee and juice.

**9:30-9:45**

**V. Sexual Harassment Policy:**

Gatling reminded all members to respond to the policy comment survey.

The Policies and Administrative Issues Committee should review the policy in case there is need of a statement from the PPFA.

It was suggested that a link to the Consensual Amorous Relations Policy should be included.

Rossier wanted to know what happens if a person knowingly makes a false statement about sexual harassment.

Hawthorne noted that it should be more inclusive than just Title IX.

Policy language should be cleaned up and reporting needs to be clearer.

McBeth brought up the idea of minors and what we do in case of sexual harassment of a minor.

Gatling noted that the first step is to call Social Services.

The question remains if we should include this in the policy or if this aspect should be a separate policy.

**ACTIONS:** PPFA members should review the draft policy. The Academic Issues and Policies & Administrative Issues Committees should also review.

**VI. Upcoming Initiatives (not addressed at meeting)**

**VIII. Next PPFA Meeting:** Thursday, October 4, 2012, 8:15-9:45am, Board of Visitors Board Room, Blow Hall.

**IX. Adjournment:** the meeting was adjourned at 9:45 a.m.

Respectfully submitted,  
*Carla Costello, Secretary*  
9/7/2012