

Professionals and Professional Faculty Assembly
MEETING Minutes

Wednesday, September 1, 2015

8:30 – 9:45 a.m.

Board of Visitors Board Room, Blow Hall

1. Armstrong, Suzie ✓
2. Bengtson, Babs ✓
3. Campbell, Darlene ✓
4. Cartwright, Grace *absent*
5. *Corlett, David ✓*
6. Fassanella, Terence ✓
7. Gatling, Sharron ✓
8. Hawthorne, Peel ✓
9. Leatherwood, Claire *absent*
10. *McFarland, Natasha ✓*
11. McBeth, Elaine ✓
12. Moran, Patricia *absent*
13. *Osborne, Dorothy ✓*
14. *Palmer, April ✓*
15. Sekula, Jennifer *absent*
16. Summs, Julie ✓
17. *Thompson, Richard ✓*
18. Tomlinson, Carol ✓
19. *Varnell, Lyle ✓*

8:30 – 9:00 a.m.

- I. Call to order**
- II. Agenda: Review and solicit new items**
- III. Minutes: Review and approve previous meeting minutes**
 - a. August 2015 – accepted with spelling corrections to last names

9:00 – 9:15 a.m.

- 1. Elections and Appointments:**
 - a. New Officers
 - i. Vice President/President Elect
 1. Nominated Parties: Lyle Varnell, VIMS, *Unanimously Approved*

- b. Committee Chairs & members. Each PPFA member is expected to join a committee:
 - i. **Academic Issues** - **Peel Hawthorne, Ch**, Elaine, David Corlett, Dot Osborne
 - ii. **Communications** - **Patricia Moran, Ch.**
 - iii. **Membership** - **Terence Fassanella, Ch.** Natasha McFarland
 - iv. **Policies & Administrative Issues** - **Darlene Campbell, Ch** Jennifer Sekula, Lyle, Carol, Julie, Rich, Sharron
 - v. **Professional Development** - **Babs Bengtson, Ch.** Mary Molineaux, Suzie Armstrong, April Palmer, Mane Pada

9:15 – 9:45 a.m.

IV. Updates/New Business

- a. Committees
 - i. Member Choices – any additional selections?
 - ii. Status/updates
- b. General Meeting – scheduling dates – Winter: February Target Date suggested.
Ideas for increasing attendance:
 - i. Speaker/professional Development
 - ii. Open opportunities to meet with PPF's *instead of a general meeting*.
 - 1. Perhaps have these in the Fall to identify issues
 - 2. Each Committee could take a “coffee hour” to invite PPF's – solicit issues/concerns that we could then address in Spring meeting. Scatter across campus. Build awareness.
 - 3. Collaborate with affinity groups on campus (Women's Network, etc)– do we have a relationship with those groups? Are there concerns that we can help with? Policy concerns...etc.
 - 4. Breaking down silos is key
 - 5. **Make this primary agenda item for next month**
 - 6. NTE faculty – leave policy?
 - 7. Strategically identify others who are taking on key topics

- iii. Topic/Marketing/institutional support all key components to a successful meeting
- V. Group Pictures Taken:
 - a. Group Shot - Taken outside on Blow Hall Steps
 - b. Head shots for those who need them after Group Shot
- VI. **Next PPFA Meeting:** Thursday, October 1 , 8:30 a.m. – 9:45 a.m., BOV Board Room, Blow Hall
 - a. **Spring MEETING AT VIMS?** 3:30-4 RECEPTION AFTERWARDS? Peel send out When 2 Meet to determine best day
- VII. **Adjournment**