



WILLIAM & MARY

CHARTERED 1693

PROFESSIONALS AND PROFESSIONAL FACULTY ASSEMBLY

Professionals and Professional Faculty Assembly (PPFA) -- Meeting Minutes

Wednesday, March 1, 2017

Blow Memorial Hall, Board of Visitors Room

PPFA Members - √ = Present

1. Armstrong, Suzie √
2. Bailey, Emily √
3. Campbell, Darlene √
4. Davis, Tamekka √
5. Fassanella, Terence √
6. Franks, Melissa
7. Hawthorne, Peel
8. Massey, Grace
9. McFarland, Natasha
10. Medvene-Collins, Jesse
11. Molineux, Mary √
12. Osborne, Dorothy √
13. Palmer, April √
14. Sekula, Jennifer √
15. Shimp-Bowerman, Jennifer
16. Sinclair, Tina
17. Summs, Julie √
18. Tomlinson, Carol √
19. Varnell, Lyle √

I. Call to Order

Terry Fassanella called the meeting to order at 8:20 a.m.

II. Agenda Review and Approval.

The agenda was reviewed and approved.

III. Minutes

The minutes from the February 2017 PPFA meeting were approved.

IV. Committee Updates

a. Administrative Issues

Julie Summs reported that she, Emily Bailey, Dot Osborne, Darlene Campbell, Jennifer Shimp-Bowerman and Peel Hawthorne met on February 24 to discuss the issues raised by the PPFA at their last meeting regarding the new sick leave policy he announced in early January. Julie reported that John did not see this announcement as a policy change but rather as a restatement of an existing policy. Dot added that the discussion centered on the perception (or misperception) of the changes and the lack of notice. It was suggested that John attend an upcoming PPFA meeting and that the PPFA would announce the topics and agenda in advance to attract more PPFs to attend. Julie described the upcoming Staff Assembly meeting that will feature both John Poma and Sam Jones. Darlene suggested that it would be helpful to include the Provost in such a PPFA meeting.

b. Membership Committee

Terry mentioned that the Membership Committee will likely be working on recruitment of new members for elections in the spring. There was some discussion about how to ensure that the PPF list on the PPFA web pages is up to date and accurate.

c. Academic Issues

No updates.

d. Communications Committee

No updates.

e. Professional Development Committee

Tamekka Davis reported from discussions with Human Resources that W&M's new learning management site is in the testing phase. The Committee is working with Babs Bengtson on its roll out and implementation.

V. Old/New Business

a. One Tribe One Day

In Jennifer Shimp-Bowerman's absence, Suzie Armstrong and Tamekka Davis provided an overview of the activities planned for One Tribe One Day, scheduled for March 28. University Advancement is organizing an effort to recruit 11,000 alumni, parents, faculty, and staff to give to W&M on that day. There will be over 30 alumni events happening around the world and a festival in the Sunken Garden for students, employees and their families that afternoon. There will be substantial social media outreach, including a series of videos featuring President Reveley to be unlocked as interim goals are met. Suzie noted that President Reveley will be emailing all university staff members in advance, encouraging their participation in giving on that day.

b. Planning for General Meeting

The Assembly revisited previous discussions about hosting one large general annual membership meeting versus smaller mini-meetings across campus. There was discussion of the pro's and con's of the Staff Assembly's model of including door prizes for attendees, soliciting questions in advance and both livestreaming and recording the meeting proceedings to allow more people to engage. The Assembly came to the consensus that one large meeting should be scheduled with John Poma as the lead speaker, possibly in addition to the Provost and/or Sam Jones. The meeting should be scheduled in late March or early April depending on speaker availability. There was a discussion of having food and prizes donated by the Rec Center and University Advancement. It was suggested that a task force be organized to plan the annual meeting and Terry and Darlene volunteered to participate.

c. PPFA Anniversary

Mary Molineux mentioned that the ten-year anniversary of the founding of the PPFA will be in Fall 2018 and may present an opportunity for celebration and a renewed membership drive.

VIII. Next PPFA Meeting:

The next meeting will be on Wednesday, April 5, 2017 at 8:15 a.m.

IX. Adjournment

Terry adjourned the meeting at 9:06 am.

*Respectfully submitted,
Suzie Armstrong, Secretary
3/3/2017*