



# WILLIAM & MARY

CHARTERED 1693

## PROFESSIONALS AND PROFESSIONAL FACULTY ASSEMBLY

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

Wednesday, May 3, 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**

Peel Hawthorne called the meeting to order at 8:18 a.m.

#### **II. Agenda Review and Approval.**

The agenda was reviewed and approved.

#### **III. Minutes**

The minutes from the April 2017 PPFA meeting were amended and approved.

#### **IV. Planning for Annual General Meeting, May 4, 2017**

Peel encouraged all PPFA members to attend the Annual General Meeting and to invite their PPF colleagues. She asked PPFA members to arrive about 15 minutes early to introduce themselves and to make themselves available to answer questions. She mentioned that Mary Molineux has agreed to transcribe the proceedings after the event. Peel also thanked Dot

Osborne for her efforts to promote meeting participation through the digest and to prepare nametags and brochures for the meeting.

## **V. Committee Reports**

- a. **Membership:** Natasha McFarland reported that the PPFA is seeking at least nine new members and that she had received six nominations to date. Elections will begin on May 19 and new members will be announced on June 7. Natasha also mentioned that the committee had received a recommendation to review member term limits but they have decided to table this idea until next year.
- b. **Administrative Issues:** Julie Summs reported that the Committee would meet later in the week. They will be discussing the implementation of the new Cornerstone performance evaluation software and challenges with implementation. Dot noted that Human Resources has rolled out several new software programs over the past year that have been untested or have significant glitches. Tina Sinclair asked to add another item to the Committee's agenda: compliance or consequences for employees who have not taken The Haven training.
- c. **Academic Issues:** No updates.
- d. **Communications:** Dot said she would update the PPFA web pages with the latest questions submitted for the General Meeting. Mary shared that she is still working with Human Resources to get a regularly updated list of PPF members.
- e. **Professional Development:** Tamekka Davis mentioned that she is in the process of scheduling a meeting between this committee and Babs Bengtson in Human Resources.

## **VI. New Business/Old Business**

- a. **June Meeting** – Peel confirmed that the next PPFA meeting will take place at VIMS on June 7 at 3:30 p.m., room TBD, followed by a social event. Lyle Varnell said that Carol Tomlinson is confirming the meeting room location and event logistics. All PPFs will be invited to attend, with a special invitation going to new PPFA members.
- b. **Service Awards** - Peel reiterated that PPFA members should contact Mane Pada if they are willing to volunteer at the upcoming Service Awards event.

## **VII. Guest Speakers: Lydia Whitaker and Iyabo Osiapem, Members of the William & Mary Presidential Search Committee**

Iyabo described the search process: the committee will hire a search firm this summer and in the fall will issue a call for candidates. The committee hopes to conduct interviews in February 2018 and to present three unranked candidates to the Board of Visitors soon afterwards. The goal is to announce a new president in March or early April, to allow for a 2-3 month overlap with President Reveley if possible.

Lydia and Iyabo asked the PPFA members their hopes for a new president. Ideas expressed included: fundraising expertise; clout with the Virginia legislature; respect for diversity, including approachability and the ability to engage people at all levels of the institution; an

affection for the College including an appreciation for William & Mary traditions; support for William & Mary Athletics; credibility on both the national and international stages; an interest in addressing administrative concerns such as those raised in the recent employee climate survey and salary competitiveness; a commitment to maintaining and improving our infrastructure; a commitment to helping our students, especially through financial aid; and an understanding that William & Mary is both an academic institution and a business.

**VIII. Next PPFA Meeting:**

The next meeting will be on Wednesday, June 7, 2017 at 3:30 p.m. at VIMS. Guest speaker will be Provost Halleran.

**IX. Adjournment**

Peel adjourned the meeting at 9:16 am.

*Respectfully submitted,  
Suzie Armstrong, Secretary, May 30, 2017*