PPFA Members - x = Present
1. Armstrong, Suzie
2. Austin, Marra
3. Campbell, Darlene x
4. Conner, Karen x
5. Davis, Tamekka x
6. Fassanella, Terence x
7. Ferree, Jacquelyn x
8. Fredrick, Patricia x
9. Lawrence, April x
10. Lueker, Mary x
11. Massey, Grace x
12. Maurer, Marielynn x
13. Morales, David
14. Murphy, Michael
15. Powell, Kathleen x
16. Rose, Robert
17. Shimp-Bowerman, Jennifer x
18. Summs, Julie x
19. Tomlinson, Carol
20. Wheeless, Joseph
21. White, Shannon x

Guests Present:

I. Call to Order - Welcome/introductions
   Julie called the meeting to order at 8.18am.

II. Agenda: Reviewed and approved
    Agenda approved with no changes.

III. Welcome and Introductions
    Guests: Jonathan Frey, MakerSpace Director
            Leslie Revilock, Campus Minister
            Mark Patterson, University Ombuds
            T Davis, Assistant Director of Health Promotion
            Kelly Crace, Associate Vice President for Health & Wellness
Minutes: Review and approve April meeting minutes
Minutes approved with no changes.

IV. Presentation – Charter of Compassion: Kelly Crace, Leslie Revilock, T Davis, Health & Wellness
   • Introduction and History of the Charter of Compassion (chartered in 2016)
   • Introduction to the Compassionate Action Board (CAB)

V. Committee Reports
   a. Executive – Chair Julie Summs
      i. Climate Study results in August or September
      ii. New Provost has been invited to PPFA Meeting
      iii. Doodle Poll coming for July Meeting and Officer Elections
   b. Academic – Chair Michael Murphy
      i. No update
   c. Administrative – Chairs Jennifer Shimp-Bowerman & Jackie Ferree
      i. Continuing work on Assume Positive Intent
   d. Communication – Chairs Trici Fredrick & Terry Fassanella
      i. Advertising on website for elections
   e. Membership – Chair Marielynn Maurer
      i. 158 votes cast currently; closes 5pm on May 10
   f. Professional Development – Chair Karen Conner
      i. Survey results will be coming following the Climate Survey results

VI. Old Business/New Business
   a. Discussion of Session with Katherine Rowe, Julie Summs
      i. Julie will be following up with President Rowe for future meeting times
         (ideally meet twice per year); time meeting so it comes following her quarterly update
      ii. Suggestion to also meet with Provost annually; Deans were asked to submit a summary of introduction by May 15 – suggestion that PPFA does the same
   b. Election Update, Marielynn Maurer
      i. Elections currently in progress and running on schedule
   c. Assume Positive Intent Campaign, Jackie Ferree
      i. Working to simplify the concept of Assume Positive Intent and work
         towards small steps rather than a full program
      ii. Marketing ideas using bridge image presented
   d. Classification Research Working Group Update, Julie Summs
      i. Charges:
         1. Explore classification system at W&M
            a. Explore the history of representation groups at W&M
         2. Explore existing models at other Virginia universities
      ii. Summary of findings due June 1
      iii. Discussion regarding PPFA history and needs of PPF’s; discussion related to the W&M Libraries Assembly and PPFC at VIMS
iv. Request for update of the summary of findings at the next Administrative Committee Meeting (May 29)

VII. Upcoming PPFA Meetings:
Thursday, June 6 @ 3.30pm VIMS, Owens Bryant Boardroom in Davis Hall

Meeting adjourned at 9:09am.

Respectfully submitted,
Marielynn Maurer, Secretary, May 23, 2019