



WILLIAM & MARY

CHARTERED 1693

PROFESSIONALS AND PROFESSIONAL FACULTY ASSEMBLY

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

Thursday, April 5, 2018

Board of Visitors Room, Blow Hall

PPFA Members - √ = Present

1. Campbell, Darlene √
2. Cole, Steven √
3. Conner, Karen √
4. Davis, Tamekka √
5. Fassanella, Terence √
6. Franks, Melissa
7. Ferree, Jacquelyn
8. Fredrick, Patricia √
9. Lawrence, April
10. Massey, Grace
11. Maurer, Mariellynn
12. McFarland, Natasha
13. Morales, David
14. Murphy, Michael √
15. Osborne, Dorothy √
16. Palmer, April
17. Shimp-Bowerman, Jennifer √
18. Summs, Julie √
19. Varnell, Lyle
20. Wheelless, Joseph √

I. Call to order - Welcome/introductions

Terry called the meeting to order at 8:19 am.

II. Agenda: Review and approve

- a. No quorum. No changes noted. Will send out email to be approved before next meeting.

III. Minutes: Review and approve March meeting minutes

Approved with no changes

IV. Guest Speaker: Colin Smolinsky – New Director Govt Relations department

Colin is the College's representative in the legislature. His role is to advocate for College needs and priorities, and to monitor legislation in Richmond and DC. Currently the Commonwealth has no approved state budget for next year, in large part, due to Medicaid expansion negotiation between House and Senate. Expansion was included in the House but not Senate bill. 400 million dollar difference in the budgets. A special session to

develop a budget will be held later. End of May/early June is the projected timeframe for an approved budget. At the Federal level, the College is looking at the HEA reauthorization, which is overdue for update. That update will probably not happen before Nov. College is also looking forward to what FY 19 spending will look like. By late Aug and no later than Oct hopefully should know what we will have from federal spending.

V. Old Business & Updates

a. General Meeting processing

Only about 50 people watched the live stream. Most of those who tuned in watched the entire session.

Feedback: Good location. Keep to an hour. More advertising. Start planning earlier. Better title – General Meeting - determine what the difference between two meetings is. Maybe no business at that meeting. Advertising needs to sell it. Personal invitations might be helpful. Make sure meeting doesn't conflict with any other meetings on campus. March is a better timeframe than May. Perhaps hold raffles for people who attended in person. Could we offer refreshments?

What is the purpose of meeting – to convey info to PPFs on campus? What is the message? What is goal of meeting? We should try to answer these questions - *What does this group do for you as a PPF? How have we listened to PPFs and made changes?* Should we ask PPFs what's important to them and have that speaker at the event? It was suggested that we use the fall semester holding some listening sessions/focus groups. PPFs should drive our agenda – not just assembly member issues. Create a better communication plan for next year, which should be a responsibility of Communications Committee.

- b. Website review – Terry has reviewed updated website. Will add news stories as we find PPFs in the news.
- c. Terry will begin to look at attendance of assembly members and reach out to those who have not attended to determine if they want to continue.
- d. Preparing for Dr. Rowe
 - i. The new president is coming from institution with only staff designation. We need for her to understand who we are and how we contribute to WM. We need to provide context of how we came to have three designations. We should strengthen our Mission/value statement and explain why we exist. It was suggested that it would be good to provide a written statement for her. We will create an ad hoc committee to work on the statement. Ad-hoc committee with include Julie, Joe, Terry, and Jennifer.

VI. New Business

- a. Happy Hour proposed for assembly. Will send out a poll with dates for folks to vote on.

Committee Reports

- i. Administrative – No report
- ii. Academic – update on new Data Science program – Manos can come talk about new program in the fall
- iii. Membership- timeline is on website; still working on the term issue; reminders going out shortly. Have 6-7 positions to fill.
- iv. Communications – not present – Terry has been working on website.
- v. Professional Development – working on needs assessment to send out to PPF's to find out what gaps we have in training and development. Plan to better advertise the PD funds next year.

VII. Upcoming PPFA Meetings:

Thursday, May 3 @ 8:15 AM BOV Room, Blow Hall

Thursday, June 7 @ 3:30 PM Andrews Hall – Dominion 326

VIII. Next PPFA Meeting: Thursday, May 3rd @ 8:15am

Meeting adjourned at 9:22 am.

Respectfully submitted,

Dorothy Osborne, Secretary, April 5, 2018