



WILLIAM & MARY

PROFESSIONALS & PROFESSIONAL FACULTY ASSEMBLY MEETING MINUTES

Friday, December 6, 2019 | 8:30-9:45am

Cox Classroom, Swem Library

Submitted by Shannon H. White

Meeting Attendance

PPFA Members - *x denotes member was present*

1. Armstrong, Suzie		12. Maurer, Mariellynn	x
2. Austin, Marra	x	13. Morales, David	x
3. Conner, Karen	x	14. Murphy, Michael	x
4. Davis, Tamekka		15. Palacios, Melissa	x
5. Hummel, Julie		16. Powell, Kathleen	
6. Ferree, Jacquelyn	x	17. Rose, Robert	
7. Fredrick, Patricia	x	18. Smith, Sarah	
8. Frey, Jonathan		19. Summs, Julie	
9. Lawrence, April	x	20. Tomlinson, Carol	
10. Locks, Taylor	x	21. Wheelless, Joseph	
11. Lueker, Mary	x	22. White, Shannon	x

Guests Present: Ghana Smith (Staff Assembly); Christopher Lee (Human Resources), Megan Beagle (Environmental Health & Safety), Samantha Huge (W&M)

- I. **Call to order** by Mariellynn Maurer, at 8:34 am
- II. **Agenda:** Review and approve (Motion made by Mary & seconded by April, motion approved)
- III. **Welcome and introductions**
- IV. **Minutes:** Review and approve November minutes, attached in December Meeting Packet. (Motion made by Jackie and seconded by Taylor, Motion Approved with no changes.
- V. **Committee Reports and Other Updates**

Executive Committee

General meeting set for March 10th, 2020 and tentatively in the Commonwealth Room)



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b. Membership Committee

- No meeting was held in November
- Looking at compressing the election calendar a bit more so keep an eye on Teams for the updated version for review
- Annual Holiday Food Drive and Stocking Stuffing is going on – drop off locations below with more being added in the coming days – will share the list on Teams for everyone and announcement should be in the Digest beginning on Dec 6; Deadline is December 16 and 2 more sites along with the Brafferton are expected to be added.

Building: [Contact](#)

- ✦ **Bell Hall:** [Robin Hollenbeck](#)
- ✦ **Campus Center:** [Jennifer Fox](#)
- ✦ **Corner House:** [Mariellynn Maurer](#)
- ✦ **Kaplan Arena:** [Robin Hollenbeck](#)
- ✦ **Law School:** [Amy Spencer-Westerkamp](#)
- ✦ **Mason School of Business:** [Colleen Lynch](#)
- ✦ **Sadler Center:** [Jennifer Fox](#)
- ✦ **School of Education:** [LaTryce Butler](#)
- ✦ **Swem Library:** [Lynne Fors](#)
- ✦ **VIMS:** [Candice Vinson](#)

c. Administration Committee

Mariellynn came to our session and provided an update on the strategic planning process. Three "formal" subgroups have been formed, they are:

- Teaching and Learning
- Innovation and Research
- Flourishing and Engagement
 - Mariellynn is on this subcommittee and are participating - she believes we can gather from our constituents on what exactly this means to different groups.
 - As an example, how does this concept resonate with a particular group - using a random sampling of a group overall.
 - Another example is alumni that come back and work - how are they engaged? This would resonate differently as the thought they are giving their blood, sweat and tears daily is their "contribution/engagement".
 - There are about 24 constituencies they want to explore with a set of questions - like "when you look at someone that is flourishing at W&M, what does that look like?"
 - They will use these responses to identify themes
 - WE CAN HELP BY GETTING THE WORD OUT ABOUT THIS ACTIVITY!



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- This subgroup doubled in size with the additional "invitations" extended to a variety of other areas to perform the "environmental scan" exercise. This "blossomed" committee created two person pairs and those pairs will meet with different constituent groups. The blossomed committee is only involved for this particular phase - these additional folks are others from W&M, city council and alumni.
- She also indicated we could help with the listening session, by getting more folks to these sessions. She indicated a concept coming out and asked what we are hearing - as they are hearing not a lot of information is getting back out.
 - She provided a great example of the summer session activity - who owns it, what is the timing, how will it be executed, how do the faculty schedules change from nine month to activities during the summer...
- We discussed the definition of "flourishing" and what that word means to different people.
 - Mariellynn provided the definition they are using for flourishing of "thriving throughout a lifecycle"
- **She would like us to "keep our ears open" and share back with her so she can take it back to the committee meetings.**

Addition to the submitted report of this committee: There was discussion of Covington Travel and also DMV to bring a real ID Bus to the Morton Lot for Faculty/Staff/PPFs to conveniently upgrade to realID. They need a commitment of a minimum of 100 employees and are thinking of the April timeframe. This concept was well-received by the committee.

d. Academic Committee

Submitted report: On Friday, Nov 8, PFFA hosted the 2nd installment of "Emergence", a collaborative dialogue series on new technology impacting higher education. Jonathan Frey was the presenter of this session with the focus on W&M Maker Spaces and how they are used and growing across campus. While the audience was small in numbers, it was very interactive and created dialog among attendees. We anticipate attendance increasing with future Emergence sessions as word continues to spread. The committee is also considering opening up the sessions to student audiences.

Discussion of Emergence, the Brown Bag Lunch series hosted by the committee had a good turnout for the MakerSpace session. The committee will not host one in January but will meet and plan the Spring sessions. If you have any suggestions send them to Michael Murphy.

e. Professional Development Committee

April reported the Professional Development committee has found that leadership needs further exploring as many people within the university want more leadership opportunities.



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f. **Communication Committee** – Marra reported no update other than the PPFA Instagram Account is up and websites are made

g. **University Strategic Planning Update**, reported by Mariellyn

Phase 1 is complete (video and news release on web)

Phase 2 (environmental scan) is going on now

Next meeting of SPSC is Dec 6 to review results of environmental scan

Next Community Forum is Dec 10 – information based, not activity base

Additions to the submitted committee notes:

Mariellyn reported that there was a strategic planning meeting scheduled for today (12/6/2019)

Phase 2 scan is including a mix of groups in the environmental scan (e.g. transfer students; employees as alumni, etc)

The community forum on Dec 10 is in the Sadler Center Cheseapeake A/B from 3:30-5 is a report out session.

VI. **Old Business**

b. **Constitution and By-Law Review Committee:**

The bylaws edits are in Box, All constitution changes will have to be submitted to the Provost & the PPFA community. Please review and let the committee know if there are any changes, suggestions or thoughts to the changes.

c. **Tagline for the committee & Employee Resource Fair:** We are in need of a PPFA tagline, please send one to Joe and the Communication committee if you have a thought. Suggestion was made we have bookmarks and flyers for the Resource Fair that include mission and who we are. Mary will send us out information on registering us for a table. Marra has a tablecloth we can use, if anyone else has W&M swag let us know and bring it.

VII. New Business: none

VIII. Special Guest: Samantha Huge, Director of Athletics

Samantha started off by providing the Assembly with some background about herself and the Athletics department. Five hundred students are student athletes on our campus. During her time with us we discussed a variety of athletics related ideas and suggestions including:

- Away trips for athletes and their dedication to their academics as well as their sport
- The need to have Faculty/Staff/PPFs to assist the university to raise the profile of and bring the community together with Athletics



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- Issues of Diversity & Inclusion
- Employee volunteers are often needed at games
- Family oriented activities and involving kids in Athletics at W&M
- All W&M Athletics schedules are online
- Be on the lookout for the video on the website for alumni Mike Tomlin (Steelers Head Coach) and Sean McDermott (Buffalo Bills Head coach), two W&M alumni meeting up in an NFL game as coaches. (Video & Story link was posted Dec 19:
<https://www.wm.edu/news/stories/2019/wm-and-alumni-connection-grabs-the-nations-attention-in-nfl-game-of-the-week.php>)

IX. **Adjourn** (Karen made the motion to adjourn, seconded by Trici F., motion passed)

Future Meeting Dates:

January 31: School of Education, Dogwood Room (Guests: Peggy Agouris and Jeremy Martin)

March 6: Location TBD

April 3: Location TBD

May 1: Location TBD