



WILLIAM & MARY

CHARTERED 1693

PROFESSIONALS AND PROFESSIONAL FACULTY ASSEMBLY

Monday, July 15th
MEETING AGENDA: 8:30-9:45am

BOV Board Room, Blow Memorial Hall

- I. Call to order 8:30am
- II. Agenda: Review and approve
- III. Welcome and introductions
- IV. Minutes: Review and approve June minutes (attached)
- V. Looking forward in 2019-2020 term
- VI. Old Business
 - a. Proposed Constitution amendment discussion and vote (attached)
- VII. New Business:
 - a. 2019-2020 Meeting Schedule discussion
 - b. Officer Elections
 - c. Committee Preferences
- VIII. Adjourn

Attachments: Draft June 2019 Minutes
Proposed Constitution Amendment

Future Meeting Dates:

TBD



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

June 6, 2019

Board of Visitors Room, Blow Hall

PPFA Members - x = Present

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

Guests Present: Jonathan Frey, Sarah Smith, Julie Hummel, Melissa Palacios, Mark Patterson, Lyle Varnell, Christine Tombleson, Mark Brabham, Gary Anderson, Emrys Koenigsmann, Dave Wilcox, Troy Tuckey

I. Call to Order

Julie called the meeting to order at 3.30pm.

II. Agenda: Reviewed and approved

Agenda approved with no changes.

III. Welcome and Introductions

Incoming PPFA members present: Jonathan Frey, Sarah Smith, Julie Hummel, Melissa Palacios

IV. Minutes: Review and approve April meeting minutes



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Minutes approved with no changes.

V. Committee Reports

- a. Executive – Chair Julie Summs
 - i. Climate Study results in the fall
 - ii. New Provost has been invited to PPFA Meeting
 - iii. Working group for classification composing a summary of their research this summer for President Rowe
 - iv. Thank you to Provost Michael Halleran
 - v. Upcoming search for University Ombuds
 - vi. Service Awards June 13
 - vii. Strategic plan activity coming this summer
 - viii. Doodle Poll coming for July Meeting date and Officer Elections
- b. Academic – Chair Michael Murphy
 - i. Committee looking for other ways to work with the Faculty Assembly
 - ii. Studio for Teaching & Learning has been approved and director search completed – announcement coming later this summer and program to be housed in Swem
- c. Administrative – Chairs Jennifer Shimp-Bowerman & Jackie Ferree
 - i. Continuing work on Assume Positive Intent – soft rollout being discussed
 - ii. Awaiting results of Climate Survey to be able to review and then make recommendations accordingly
 - iii. Performance evaluation work on hold until a new CHRO is named
- d. Communication – Chairs Trici Fredrick & Terry Fassanella
 - i. No update
- e. Membership – Chair Mariellynn Maurer
 - i. Working on possible future service project opportunities with Community Engagement
- f. Professional Development – Chair Karen Conner
 - i. Needs assessment is at HR currently

VI. Old Business/New Business

- a. **Preparation for July Election of Officers and Committee Chairs – Joe Wheelless**
 - i. Joe will be sending an email for nominations form (link)
 - ii. Anyone considering Vice President position will likely be serving on the Strategic Planning Committee (18-24 month commitment), please consider time factor accordingly
- b. **Thanks and Recognition of Assembly Members Rotating Off the Assembly – Julie Summs**
 - i. Presentation of Certificates and Thank You for Service to PPFA



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- VII. Invited Guest Presentation: Troy Tuckey – Associate Research Scientist, VIMS Fisheries Science**
- VIII. Upcoming PPFA Meetings:**
 - TBD in July – please watch your email for the survey to pick a July meeting date.

Meeting adjourned at 4:45pm.

Respectfully submitted,

Mariellynn Maurer, Secretary, May 23, 2019



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PROFESSIONALS AND PROFESSIONAL FACULTY ASSEMBLY

Date: Thursday, June 6, 2019

To: Current Voting Members of the PPFA

From: Trici Fredrick, Operations Chair

RE: Proposal for Amendment to Constitution

I, Trici Fredrick, propose the following amendment of Article IV Section 3 of the Membership and Voting Procedures of the PPFA Constitution:

Section 3. ~~Except for the initial Assembly members,~~ Members of the Assembly shall serve for a term of three years, commencing on July 1 of the year of their election *unless their elected office requires additional terms to fulfill the duties of office*. Terms shall be so adjusted that approximately one-third of the members shall assume office at the first regular meeting of each year. In the event that there are not enough candidates to fill upcoming vacancies, the eligibility requirements can be adjusted by the Assembly to allow current Assembly members with partial consecutive terms to remain until two fully completed terms totaling six years have been completed.

Rational:

Upon election, PPFA members are limited to terms of three years. However, certain officer positions, in particular Vice President/President Elect requires the commitment of two years. In certain cases where potential officer candidates are in years two or three of their term, we may be limited in electing the best candidate for the position or forced to pursue a special election. This amendment permits extension of the three-year term limit under specific circumstances.

Additionally, because we are long past the initial installation of Assembly members, the phrase "Except for the initial Assembly members" has been removed for concision.