



WILLIAM & MARY
PROFESSIONALS &
PROFESSIONAL FACULTY ASSEMBLY

MEETING MINUTES
 July 20, 2020, 10-11am
 This meeting held via Zoom

PPFA Members - *x* denotes member was present and - denotes member was not present

1. Armstrong, Suzie	x	12. Maurer, Mariellynn	x
2. Austin, Marra	x	13. Owens, Shene	x
3. Craft, Jabria	x	14. Palacios, Melissa	x
4. Davis, Tamekka	x	15. Pettigrew, Melissa	x
5. Erb, Ruth	x	16. Powell, Kathleen	x
6. Frey, Jonathan	x	17. Russell, Tim	-
7. Hummel, Julie	x	18. Smith, Sarah	x
8. Joseph, Jacob	x	19. Tomlinson, Carol	x
9. Koenigsmann, Emrys (Karl)	x	20. White, Shannon	x
10. Locks, Taylor	x	21. Zawoyski, Alissa (Ali)	x
11. Lueker, Mary	x		

Present: 55 persons were present on the Zoom web call.

- I. **Call to order** by Mariellynn Maurer 10:06 am
- II. **Approval of Agenda and Minutes:** motion by Suzie Armstrong and seconded by Taylor Locks, Voted on and passed.
- III. **Welcome and Introduction**
- IV. **Minutes Review and approve June minutes:** motion by Julie Hummel & second by Suzie Armstrong. Minutes were approved by vote.
- V. **Updates**
 - a. **COVID Response Team Update** – Joe Wheelless
 - Each state agency is required to have COVID response team.
 - A variety of topics are being addressed, for example: Student group’s activities; Access to classroom space after hours, testing and other decisions around wellness of faculty, staff and students.
 - Symptom checking app is being developed (students, faculty & staff can check symptoms)
 - Communications from Sam Jones will continue to be pushed out weekly and focused on single issues (i.e. cleaning, travelling to campus; succinct and reiterated)
 - Email Joe Wheelless if you have a question you want to push forward (or contact your Cabinet member or email COVID-response team email)
 - COVID-19 Response team information and updates can be found at:
https://www.wm.edu/about/administration/emergency/current_issues/coronavirus/res



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[ponse-team-updates/index.php](https://www.wm.edu/sites/pathforward/index.php)

b. **University Strategic Planning Update**– Mariellynn Maurer.

This work is currently paused due to COVID-19 response and return to campus planning.

VI. Old Business

a. Path Forward – Q&A Follow Up from June? (no discussion)

Members were reminded of the upcoming town hall opportunities:

- July 20 –Path Forward Town Hall–6-7pm (President Rowe; VP for Student Affairs, Ginger Ambler; CHRO, Christopher Lee; COO, Amy Sebring)
<https://www.wm.edu/sites/pathforward/townhall/2020-07-20/index.php>
(Secretary note: this is the archived video)
- July 22 –Employee Town Hall–3-4pm (CHRO, Christopher Lee, COO, Amy Sebring)
<https://www.youtube.com/watch?v=OdHrFT-RByw&feature=youtu.be>
(Secretary note: this is the archived video)

b. [DMV2GO event](#) – March 17 & July 14 cancelled due to COVID.

Sept 22 update - Jackee Freree is our PPF point person, it may be cancelled. Mariellynn will follow up with Jackee and have an update at next meeting.

Bill Horacio, PPF, shared a recommendation to those in need of updating their VA licenses to make an with an appointment with the DMV, the local Williamsburg office is closed and they are funneling everyone to Newport News, current time is about 30-45 days for an appointment.

VII. New Business:

a. **Officer Elections (Executive Committee Meeting TBD)**

Ballot presented:

Vice President Ballot –Shannon White

Secretary Ballot – Taylor Locks

Operations Chair – Melissa Palacios

- i. **Nominations from the Floor** There were no nominations from the floor. Marra motioned to close the ballot, seconded by Emrys. This motion was accepted and passed by the PPFA voting members.



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ii. **Ballot Vote:** Suzie Armstrong then motioned and Kathleen Powell seconded a motion to vote on the ballot. Above ballot was accepted and passed by majority vote among Assembly members present.

b. **Regular Meeting Dates for FY 20-21** - Friday mornings have historically been used. Determination among voting members of the assembly and a best time/day will be determined and shared with the rest of the Professional and Professional Faculty. We will continue to use Zoom for PFFA meetings.

d. **Committee Assignments for FY/AY 20-21**

- **Academic** – Jonathan Frey, Tim Russell, Kathleen Powell, Shannon White (co-chair), Julie Hummel (co-chair) and Molly DeStafney
- **Administrative** – Carol Tomlinson, Ali Zawoyski, Mary Lueker, Ruth Erb, Jacob Joseph (chair), Emrys Koenigsmann and Cody Watson
- **Communications** – Melissa Pettigrew, Suzie Armstrong, Sarah Smith, Melissa Palacios, Jabria Craft (chair)
- **Membership** – Jacob Joseph, Shene Owens, Taylor Lock, Marra Austin (chair)
- **Professional Development** - Jabria Craft, Emrys Koenigsmann, Tamekka Davis (chair), Mane Pada, Kelly Graham, Carla Costello

All professionals and professional faculty are invited to join a working committee of the Assembly. Contact a member of the Executive team and/or a committee chair to be added to committee communications and meetings. These committees may be joined at any point in the year by PPF's.

All chairs and newly elected officers are part of the Executive Committee of the PFFA. This group will meet throughout the year to discuss the priorities of the Assembly and coordinate between the committees.

VIII. Announcements:

- a. Racial Justice & Social Reform Speakers Series <https://wmspeakersseries.wixsite.com/website>
- i. Monday, July 13th at 7pm: Police Reform vs. Defunding the Police
 - ii. Monday, July 20th at 7pm: How To Make Change Even If You Can't Protest
 - iii. Thursday, July 23rd at 7pm: Voting Rights in the Age of COVID-19
 - iv. Thursday, July 30th at 7pm, Black Queer Lives Matter
 - v. Monday, August 3rd at 7pm, Maintaining Mental Health In A Social Movement
 - vi. Monday, August 10th at 7pm, The History of Black Americans and Restorative Practices

These are recorded and will be published online.



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b. Learning Forward – Thursday, July 23rd at 3pm: [Technology Tools for Daunting Tasks](#)

Recorded sessions are found in cornerstone:

<https://www.wm.edu/offices/hr/currentemployees/training/learning-forward/>

IX. **Adjourn**

Motion to adjourn was made by Emrys Koenigsmann and Mary Leuker seconded.

Meeting adjourned at 10:41am

Attachments to the Agenda included June Meeting Minutes

Future Meeting Dates:

August 14th 9:30am (meeting will be held via Zoom look for a registration link in the digest or via email)