



**WILLIAM
& MARY**
CHARTERED 1693

**PROFESSIONALS &
PROFESSIONAL FACULTY ASSEMBLY**

**September 6, 2024
MEETING MINUTES**

PPFA Members: *X denotes member present, P for proxy, and - denotes member was not present*

David Wilcox	X	Erin Battle	X	Alex Beard	X
Tami Back	X	Feleasha Sherfy	X	Greg Henderson	X
Devan Orr	X	Erin Fryer	X	Heather Baier	X
Adam White	X	Jennifer Leung		Paul Cox	
Laura Morales	X	Nasha Lewis		Rachel Hogan (Rick Mikulski)	P
Shelly Laurenzo		Robbie Graham	X		
Caroline Ward	X	Martha Howard (Adam White)	P		
Shawn Holl	X	Rick Mikulski	X		

Present: A maximum of 49 concurrent persons present on the Zoom web call.

- I. Welcome & Call To Order (Call to order: 09:18) (Tami)
- II. Agenda: Review and approve (approved by unanimous consent)
 - a. Motion – Feleasha; Second – Laura
- III. Minutes: Review and approve June minutes (approved by unanimous consent)
 - a. Motion – Adam, Second – Shawn
- IV. Guest Speaker: Carrie Cooper, Dean of University Libraries
 - a. Encourage colleagues to sign up for the “Better Arguments” workshops this month
 - b. [Professional Development Days](#) – 1,400 attendees; you can view the lecture and recording on the Professional Development website
 - c. Practice the principles learned – can continue the practice at the “Better Arguments” workshops; there is still room for those that want to participate
 - d. Open Q&A for Carrie
- V. Old Business
 - a. None
- VI. New Business
 - a. PPFA Bylaws Review Subcommittee (Tami, Adam, Caroline, Rick, Shawn, Laura)
 - b. PPFA Committee Chairs
 - i. Academic & Administrative (Administrative & Policy Review): Rick Mikulski
 - ii. Membership (Membership & Elections): Taylor Brings
 - iii. Professional Development (Events & Engagement): Martha Howard
- VII. Announcements

- a. [Development Support Fund](#) is accepting applications
- b. “Better Arguments” workshops – openings remain on Sept. 10 and 18
- c. Upcoming PPFA Meetings: Oct. 4, Nov. 1, Dec. 6
- d. Justin Weston – Tribe Alert system update
 - i. QR code shared for VCARD for contact numbers – can validate information and will share needed information
 - ii. Text (SMS) – FCC “buzzwords”: emergency, critical, urgent
 - iii. Template development: speed of alerting, no/limited touch, 1st alert/2nd alert
 - iv. Upgraded visuals: Web/App – Red or yellow fonts/alerts/graphics
 - v. Push notifications – can be on the app
 - vi. Stay informed – stay where you are and wait for the all-clear message
 - vii. Siren test on September 18th at 12:15pm
 - viii. Feedback welcome; download the W&M Mobile app and the Rave Guardian app
- e. Women’s Network invites employees to an informal gathering on Sept 17 at 4pm in Sadler Tidewater AB

VIII. Updates

IX. Adjourn & “pass the gavel” (10:00)

- a. Motion – Laura; Second — Alex