



**WILLIAM  
& MARY**  
CHARTERED 1693

**PROFESSIONALS &  
PROFESSIONAL FACULTY ASSEMBLY**

**January 17, 2025  
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	
Tami Back	X	Feleasha Sherfy		Greg Henderson	X
Devan Orr	X	Erin Fryer	X	Heather Baier	X
Adam White	X	Jennifer Leung		Paul Cox	X
Laura Morales		Nasha Lewis		Rachel Hogan (Rick Mikulski)	P
Shelly Laurenzo	X	Robbie Graham (Caroline Ward)	P		
Caroline Ward	X	Martha Howard			
Shawn Holl	X	Rick Mikulski	X		

**Present:** A maximum of 59 concurrent persons were 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 – Rick; Second – Adam
- III. Minutes: review and approve December minutes (approved by unanimous consent)
  - a. Motion – Caroline, Second – David
- IV. Old Business
  - a. None
- V. New Business
  - a. None
- VI. Guest Speaker: Corinne Picataggi & Erin Fryer, Information Technology (IT)
  - a. Workday Q&A
  - b. Change Management Team – W&M peers and an implementation partner
  - c. Training, Communication, and Stakeholder Engagement
  - d. Project Tenets: quality first, configure not customize, inclusion, transparency, better together
  - e. Who is your change network representative? Go to [wm.edu/sites/workday/](http://wm.edu/sites/workday/)
  - f. Will impact anyone submitting a timesheet – so everyone!
  - g. Project Scope: HCM, Cross Functional, FIN
  - h. The mobile app will provide easier access to submitting. No more paper timesheets!
  - i. Banner will be accessible and in a read-only state.

- j. Can Workday do ChromeRiver tasks for Travel Office? Might not be as intuitive – a decision is still being reached on this topic.
- VII. Announcements
  - a. Service Opportunities
    - i. MLK Day of Service – Jan. 20<sup>th</sup>
    - ii. Service Saturday – Feb. 1<sup>st</sup>
      - 1. Registration closes Jan. 30<sup>th</sup> at 12 PM
  - b. Next PPFA Meeting: Friday, Feb. 7<sup>th</sup>
  - c. Charter Day Ceremony: Friday, Feb. 7<sup>th</sup> at 4 PM
  - d. Volunteer feature in W&M Mobile app – opportunities in GivePulse
- VIII. Updates
  - a. None
- IX. Adjourn & “pass the gavel” (9:49)
  - a. Motion – Adam; Second – Laura