

**Professional Faculty Leadership Association  
Meeting Notes  
December 10, 2013**

Attendees

Shelly Signs, Karren Cholewinski, Robin Bilyeu, Michelle Mahana, Emily Lafon, Shirley Chow

Approval of Minutes

- October Minutes approved – did not have quorum last month to approve
  - One correction to spelling
  - Shelly motioned, Michelle seconded
- November Minutes approved
  - Shelly motioned, Emily seconded

Announcements & Follow-ups from Last Meeting

- Shelly is checking on where the vinyl banner may be... still missing
- Michelle will be going through archives during the holiday break for more information on PFLA History

Treasurer Report

- No report

Web Services Report

- Karren confirmed she is updating the web

Marketing Report

- January Newsletter will post January 14<sup>th</sup>, articles are **due January 7<sup>th</sup>**
  - Articles/Information
    - If applicable: include information on Winter Gala Rescheduled
    - Emily: review of last professional development activity
    - Emily: information for next professional development activity
    - Shelly: blurb on Art Show
    - Deb: Information for next networking event
    - Mention Meeting with President Ray on February 19<sup>th</sup>

Professional Development Report

- February 3<sup>rd</sup>, 11:30am – 1:30pm, LaSells Stewart Center: Jerry Bombardier (OSU Alumni) from Cascade Employers Association will be presenting on Creating a Performance Culture
  - Emily will sent information to Karren for the webpage updated
- April in the Memorial Union
  - Finalized speaker

Membership Report

- Karren is updating listserv with membership emails (53 members)
- Karren also has the application feedback and will identify those interested in being part of an ad hoc meeting or mentee program
- Future Board Member Recruitment

- Emily has the list of 10-15 people who have regularly attended our events over the past three years and will bring the names to the next board meeting
- We agreed to divide up this list and each take a couple people to coffee and discuss opportunities as a board member

#### Networking Events

- Next one is March 4, 2014 at the Brewhouse, the contact person is Jeff Clawson (date updated)
- **Need to email event to membership listserv and place an ad in OSU Today**

#### Our Hero

- Shelly will be submitting a nomination for an extension office
- Discussed how we could make award via video conference

#### Mentoring Program (Dwane)

- No Update

#### Winter Gala

- December 6<sup>th</sup> – University closure caused us to cancel
  - There was no charge for the food
  - The basketball tickets are for December, so we will not be able to keep them for the silent auction
    - Determined to give them out by webpage trivia
      - Karren will update the listserv to include new members
      - Once updated, Michelle will send out the questions
      - Tickets given out to first responders
- Discussed rescheduling options, prefer to do it in Winter Term
  - Shelly will be looking into these options (by priority)
    - Using a Triad Meeting in Winter Term to reschedule
    - Using LaSells Galleria (possibly while artwork is still displayed)
    - Women's Building on a Friday (the rest of the week is too noisy)
  - **UPDATE: January 17<sup>th</sup> we can use the Galleria at LSC for \$250, which would include tables, linens, and a microphone**

#### Calendar Updates & Miscellaneous Announcements

- Dec 12<sup>th</sup>, 5-7pm: Art Show Reception in LaSells
- Jan 7<sup>th</sup>: Articles for Newsletter Due
- Jan 14<sup>th</sup>: Newsletter Published
- Jan 17<sup>th</sup>: Winter Gala Rescheduled
- Feb 3<sup>rd</sup>: Professional Development Workshop
- Feb 19<sup>th</sup>: AOP/Triad/PFLA Meeting
  - Brown bag lunch meeting with President Ray
- Mar 4<sup>th</sup>: Brewhouse Networking Event

#### Updates after the meeting

- To accommodate a majority of our board members, we have adjusted the dates for our meetings for the rest of the year to be on the second Wednesday each month (exception in January)

- January 15<sup>th</sup>
- February 12<sup>th</sup>
- March 12<sup>th</sup>
- April 8<sup>th</sup>
- May 14<sup>th</sup>
- June 11<sup>th</sup>