

**Professional Faculty Leadership Association
Meeting Notes
January 15, 2014**

Attendees

Shelly Signs, Karren Cholewinski, Robin Bilyeu, Michelle Mahana, Emily Lafon, Deb Weitzman, Melissa Elmore, Thuy Tran

Approval of Minutes

- December Minutes approved with spelling corrections

Announcements & Follow-ups from Last Meeting

- A process is being developed to allow retirees to request continued access to their emails (non-emeritus)
- **Dave Blake asked for thoughts regarding why we use the term “Professional Faculty” and tossed out the idea of having an assembly. Thoughts and feedback welcome.**
- Vinyl banner was found!
- Reminder about Oregon Women in Higher Education's 34th Annual Conference on January 24, 2014

Treasurer Report

- Report was emailed
 - Shelly got clarification that “ways and means” refers to the last workshop

Web Services Report

- Karren has not had time recently, but will be making updates

Marketing Report

- January Newsletter was great, even sent it out early!

Professional Development Report

- February 3rd, 11:30am – 1:30pm, LaSells Stewart Center, Ag Leaders Room
 - Glen Fahs from Cascade Employers Association will be presenting “Money Is Not Enough: Creative Rewards for Employees”
- Idea for Spring Workshop: co-sponsor with Conference Services to bring Dave Rabiner to campus on April 8th, during the Event Planner’s Trade Show.
 - Total cost is \$5700, PFLA is being asked to contribute \$1500
 - Co-sponsoring will allow for discounted registration for members
 - **Emily will email us more information to take an email vote on whether or not we would like to go this route for the Spring Development Workshop.** At the meeting, we were very interested but needed more information about the speaker, topic of presentation, and what registration entailed. There is potential for us to have our own private breakout session as well.

Membership Report

- Karren will update the listserv with membership emails once there is time to compare membership lists with Dwane

- Shelly provided membership forms for the Monthly New Employee Orientation on campus
- Fun Fact: There are just under 5000 employees on campus, and 1428 of those are Professional Faculty (as of 12/12/13)
- Future Board Member Recruitment
 - Reviewed list of regular attendees to our events and made tentative assignments of who would connect with them. **Will discuss at future meeting to determine recommended positions to recruit for.**
 - Susan Atkinson – Deb is familiar with
 - Mecila Cross – Robin is familiar with
 - Debbie Delmore – Michelle is familiar with
 - Nicole Real – Karren is familiar with
 - Laura Collins – Emily is familiar with
 - Keahi McFadden – Karren is familiar with
 - Claire Cross – Shelly is familiar with
 - Michelle Rucker – Melissa is familiar with
 - Other possible contacts: Janet Ekholm, Brandon Crews

Networking Events

- Next one is 5PM on March 4, 2014 at the Brewhouse (believe it is in Wiegand)
- Possible spring event at guest house off on Witham Hill (may be Fernwood Circle Guest House?), we were invited to do something there by the owners and get a tour and such

Our Hero

- Shelly is still working on a nomination for someone from OSU Cascades

Mentoring Program (Dwane)

- No Update

Winter Gala

- Rescheduled for January 17th
 - Menu will be the same
 - Currently 51 registered – including Beth Ray
 - No entertainment but there will be background music
 - Silent auction items from previously will be used, plus AOP has some items
 - If you have an item, let Michelle know
 - Set up will start at 10:15am, Emily will be there to assist with check-in

Spring Gala

- Committee: Melissa, Robin, Michelle
- Idea: plan something in the evening of May 14th and we can use a 40'x70' tent in the MU Quad to host
 - Coordinate with Shelly, who is using it 11am-4pm
 - Michelle will check the Quad Schedule to see what other activities are happening that day

Miscellaneous Topics

- **Reviewed PFLA History document for feedback** (copy attached)

- Add more information regarding when the PFLA title was changed and how that specific title was decided on.
 - Additional feedback can be emailed
- PCOSW meeting times conflict with our new meeting schedule
- OWN is not meeting

Updates (between meetings)

- Approved spending \$1500 to co-sponsor with Conference Services to bring Dave Rabiner to campus on April 8th, during the Event Planner's Trade Show. Conference registration cost will be \$40-\$45 per person, but PFLA members will only be charged \$25. We would also like to have a private session with the presenter for just PFLA members, so we will discuss ideas for a session topic at the next meeting.

Our History

The PFLA began as the Oregon State University Management Association (OSUMA) in 1985 when a small group of faculty and management service staff gathered informally for monthly problem-solving sessions. The group was dedicated to the ideals of being good managers, improving leadership skills, and obtaining quality performance from employees.

Participation grew as others became aware of this group and discussion topics were expanded and included guest speakers. Interest grew in becoming a formal organization and the "OSUMA Interaction" series began. In 1988, the management support group submitted a proposal to Central Administration outlining the goals and objectives of an association. After productive interactions, the group received approval from President John Byrne and the vice presidents to proceed with the management association activities, Bylaws were developed and officers were elected. In 1990, OSUMA distributed its premier issue of the OSUMA Bulletin announcing the official status of the organization and a call for membership.

In the mid-90's Associate Membership was added to the byLaws, welcoming and including academic faculty, classified staff, students and Federal Employees to the organization. The first "Our Heros" was awarded in July 1999 by the OSUMA executive board and then became part of the mission of the group.

PFLA was instrumental in creating a report that was submitted to senior leadership in 2003. This demonstrated PFLA's representation of the concerns of Professional Faculty at OSU.

The Winter Gala has been a staple of the organization since at least 2008. For many years the group would meet at the university president's home for an annual reception until 2010, when this event transitioned into the Spring Gala.

Joint effort with other campus groups has been a staple from the beginning. In May 1992, OSUMA supported the OPA (Office Professional Association) now known as AOP (Association of Office Professionals) Student Scholarship Fund in the amount of \$250. In 2010 joint functions started to become common and it is noted that both groups got together that year for a night at Woodstock's Pizza. Now, many events throughout the year are held in partnership with PFLA, AOP and TRIAD, including a yearly meeting in February with the university's president. The initial yearly meeting sparked the annual Staff Art Show that is co-sponsored by PFLA and AOP.

In February 2012 the president and president elect of PFLA were invited to sit on the steering committee and work group of the Professional Faculty Grouping and Compensation project, which developed the compensation philosophy for Oregon State, and greatly impacted salaries and helped in defining the work progression ladder for promotion and professional development at OSU. This project was completed at the end of 2013.

For many years, monthly meetings continued as the primary structure for the organization. In 2011, seeing a need for networking, the meetings transitioned into regular after hours networking events.

Throughout this evolution, PFLA has continued to offer Professional Development sessions to the campus at large, as a core to our mission to develop leaders on campus.

January 2014