

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

Attendees

Karren Cholewinski, Robin DeSantis, Melissa Elmore, Emily Lafon, Michelle Mahana, Eva Martushev, Shelly Signs, Robin DeSantis and Thuy Tran

Approval of Minutes

- Meeting notes from the PFLA retreat were approved with changes of dates, if necessary, to be checked by Shelly.

University Days

- **Karren needs more shifts to be filled.** She will forward an email to the board with information on open shifts.
- Thuy provided a fact sheet and a hard copy signup sheet that she drafted. Please review content and get back to her by end of day Monday.

Secretary Report

- Nothing to report

Treasurer Report

- Will email current report of accounts

Professional Development Report

- Emily, Shelly, & Karen have been in conversations regarding costs of the Water the Bamboo presentation options and presented the information.
 - The group voted not to move forward on this option.
- Emily is working on a few other options and is hoping to keep a theme for the three Professional Development events this year so they can build on one another.
- Melissa will send names and contact information of prior presenters to Emily for reference as well.

Marketing Report

- Thuy provided the Fact Sheet and Membership Form to use for this year. As a reminder, the Fact Sheet is not something we change frequently, it contains the essentials of our organization and remains consistent for the year.
 - **She requested feedback and markups by close of business Monday, September 16th so we can have copies printed for University Days.**
 - Specific feedback regarding an updated history section (adding information after 1990s) would be especially appreciated
- **Any photos people may have that could be used in the marketing (in general) would be appreciated.**

Membership Report

- Eva and Karren are transitioning duties.
- The new membership form has been updated but needs to be put on the website.

- It was agreed that a reduced price for associate members would not be available this year but should be revisited for next year.

Web Services Report

- No report

Networking

- Shelly reported on behalf of Deb
- AOP was interested in doing joint activities, which we agreed to do as well
- Voted and passed to host a tour of the Cheese Lab
 - Who: Lisbeth Goddik is our contact/host
 - Where: Withycombe
 - When: October 3rd at 5pm
 - There will be cash bar
 - The cover charge will be \$5 (to cover the cost of having the cash bar available)

Calendar Update

- Shelly will be sending out the updated calendar
- The Winter Gala was scheduled for December 5th at the Women's Building but was changed to December 6th due to (free) table availability. Shelly will let Triad know since they have already finalized their event calendar, using the former date.
 - Michelle will be looking into getting the men's a cappella group "Outspoken" for the entertainment, but is open to groups needing fundraisers as well
 - The Winter Gala will still have a silent auction as prior years

Our Hero

- Michelle will continue to collect nominations and the information online will not need to be updated.

Professional Meet & Mingle

- Invitation from the International Community and OSU Leadership to have PFLA represented at this event
 - When: November 21st at 5pm
 - Where: MU Lounge
- People were unsure whether they were available, but check your calendar and get back to Shelly.

Art Show

- Continue to promote the art show, specifically for submissions. When promoting, remember to include AOP and PFLA as co-sponsors.