

Minutes

Professionals and Professional Faculty Forum

Wednesday, October 29, 2008 8:30-9:30 a.m.
Chesapeake C, Sadler Center

1. Welcome and introductions. Mary Molineux called the meeting to order at 8:35 a.m. and introduced members of the Professionals/Professional Faculty Initial Executive Committee to thank them for their work over the past year and a half:

Priscilla Case (School of Business)
Judy Corello (School of Law)
Lee Foster (Development)
Ilsa Kaattari (VIMS)
Elaine McBeth (Public Policy)
Mary Molineux (Swem Library)
Maria Elena Pada (Information Technology)
Tom Rideout (School of Business)
Jobila Williams (Academic Advising)

She also noted that 23 nominations had been received so far for the 21-member Assembly and encouraged Professionals and Professional Faculty (PPF) to nominate themselves or colleagues.

2. Opening remarks. College of William and Mary President Taylor Reveley, our guest speaker, noted his support for a PPF organization, stating that other campus groups – instructional faculty, classified staff, students, alumni -- have organizations and that our heterogeneous membership, which intersects with so many other groups on campus, has valuable perspectives for the College.

His “hopes” for our new Assembly included improved:

- understanding by others on campus about the roles PPFs play
- morale for PPFs
- opportunities for PPFs to contribute to College planning and decision-making, including being a “source of constructive criticism....in a loving fashion” and providing positive feedback to College administration when things work well
- chances to help not only PPFs as a group but the “larger whole” of the College.

He specifically encouraged the new Assembly to identify and then accomplish 1 or 2 specific goals each year.

Responding to a question about representation of PPFs on the Strategic Planning Steering Committee, President Reveley responded that the members of this committee were not necessarily meant to be representative, and he encouraged all PPFs to visit the Strategic Planning website and to contribute ideas. Also, there will be annual reviews and revisions of the strategic plan and thus future opportunities for input and perhaps serving on follow-up committees.

[Note: website for Strategic Planning:

<http://www.wm.edu/about/administration/strategicplanning/?svr=web>]

3. Constitution and Bylaws. Judy Corello reviewed the highlights of the Constitution and Bylaws which were approved by the W&M Board of Visitors on September 26, 2008.

4. Interim Elections Committee. Mary reviewed the status of nominations so far for the new 21-member PPF Assembly and the timetable for the election. More nominations are encouraged to ensure that a diversity of PPF work areas and personnel is represented.

PPF List: <http://web.wm.edu/proffaculty/ppf-list.php>

Use this list of Professionals and Professional Faculty to identify colleagues to nominate.

Nomination Form: <http://web.wm.edu/proffaculty/nomination.php>

Please note that you should get each nominee's agreement before submitting his/her nomination. You may nominate as many colleagues as you want. We hope to have at least 40 nominations, representing a wide diversity of members and areas of the College.

Nominee Information and Statement of Interest Form:

<http://web.wm.edu/proffaculty/nomineeinfo2.php>

Nominees should complete this form. We'll send reminders to individuals who have been nominated.

IMPORTANT ELECTION DATES:

- October 31, 5:00 p.m.: deadline for Assembly nominations.
- November 3 – 7: Interim Elections Committee compiles nominee information, posts, and tests voting procedures.
- November 10 – 20, 5:00 p.m.: voting period.
- November 21: Interim Elections Committee tallies results and announces new Assembly members.
- First week in December: new Assembly meets with the Provost.

5. Interim "Professionals & Professional Faculty Handbook" Committee. Tom Rideout, chair of this committee, was unable to attend. Mary reported on the purpose of the committee (to begin work pulling together all of the policies and procedures that affect PPFs) and asked (on Tom's behalf) for additional volunteers. This interim committee will come under the umbrella of the official Policies and Administrative Issues Committee after the new Assembly is elected.

6. Restructuring. Several questions about restructuring were discussed, including reviewing that PPFs are already "university employees" and do not make a choice (as classified staff currently are in the process of doing) and the process for defining "professionals" versus "professional faculty" (criteria are being developed by the Provost). Those present indicated that an additional meeting to discuss how restructuring affects PPFs was not necessary, but that a webpage exclusively devoted to PPFs and restructuring would be. ACTION: Mary will contact Human Resources Director Earleen O'Roark to discuss such a webpage.

Respectfully submitted,
Mary Molineux
October 29, 2008