

DRAFT MINUTES DRAFT
Professional Faculty Meeting
College of William & Mary

Wednesday, February 21, 2007 11:00am – 12:00noon
University Center -- Tidewater A

1. **Welcome.** Mary Molineux, president of the W&M Librarians Assembly, called the meeting to order at 11:05am and welcomed the approximately 40 persons present.

2. **Background information and discussion.**

A. **Definitions of Administrative and Professional Faculty** were reviewed to clarify the distinctions between A&P faculty and instructional faculty, between A&P faculty and classified staff, and between A vs. P faculty. Those latter definitions are contained in a document "Consolidated Salary Authorization for Faculty Positions in Institutions of Higher Education, 2000-2001." [A copy of this report will be posted on a web page to be developed for Professional Faculty.]

B. **Recent history leading to today's meeting:** the W&M Librarians Assembly, an organization of librarians at the main, VIMS, Law, and Bland campuses, had been discussing questions related to A&P faculty for a few years and had, in the past year, met with Human Resources Director Earleen O'Roark, W&M's Equal Employment Opportunity Office Director Susan Grover, Provost Geoff Feiss, and Assistant to the Provost Shirley Aceto to discuss issues. An outgrowth of those meetings was a decision to call a campus-wide meeting of Professional Faculty.

C. **Primary issues** identified prior to today's meeting included needs for:

- (1) a consolidated handbook of policies and procedures and benefits for Administrative and Professional Faculty
- (2) Professional Faculty to have a voice in changes that the Restructuring Act might bring
- (3) an organization to represent Professional Faculty, as the Faculty Assembly represents Instructional Faculty and HACE represents Hourly and Classified staff. Molineux showed web pages for A&P faculty organizations at VPI, UVA, and Radford University, as examples.

A discussion of the above issues indicated that the above issues were considered important by those present. A few expressed a sense of urgency in creating an organization to represent Professional Faculty in restructuring decisions. It was noted that Human Resources would soon announce the formation of campus committees to work on restructuring issues.

(continued)

3. **Other issues.** Other issues expressed by some of the attendees included:
- A. salary increases: inconsistency or lack of communication about A&P faculty salary increases
 - B. leave policies and health benefits
 - C. pros and cons of including Administrative Faculty with Professional Faculty in this new organization
 - D. having our new organization endorsed and recognized by campus administration and the Board of Visitors

4. **Organizational issues.**

A. Meeting times: it was agreed to vary meeting days and times to allow all interested Professional Faculty to attend at least some of the meetings; a survey will be conducted to find the best days and times.

B. Listserv: proffaculty-l@wm.edu. IT and HR will help maintain this, by automatically updating the list.

C. Web pages and communication: IT will assist in creating web pages, discussion boards, etc.

5. **Next steps.** It was agreed to seek volunteers for an “**initial executive committee**” to begin organizing the Professional Faculty group and setting priorities. Molineux will send an email to the list, requesting volunteers. An attempt will be made to have representation from as many campus departments as possible. This “initial executive committee” will identify and announce the next meeting of the full group.

6. **Adjourned** at 12:00 noon.

Respectfully submitted,
Mary Molineux
2/22/2007