

Professional Faculty “Initial” Executive Committee Meeting

College of William & Mary

Wednesday, March 7, 2007 4:00-5:00 p.m.

Swem Library Administrative Conference Room

AGENDA:

4:00-4:15pm

1. Welcome & introductions.
2. Minutes taker? How to handle minutes in the future?

4:15-4:30pm

- 3 Organizational “vision” questions:

- What do we want the Professional Faculty organization to be?
- How can we establish ourselves as a voice representing professional faculty?
- How do we want to make decisions?
- How do we want to be represented?
- Other questions?

4:30-5:00pm

3. Organizational practical topics:

- a. Name of our organization and how to decide (i.e., have the membership vote)?

- b. Membership: restrict to only professional faculty? allow anyone to attend meetings? restrict officers and committee members to professional faculty? include administrative faculty?

- c. How to post or distribute the list of professional faculty? Some members have asked for this so that all members can see who’s in the group. Post names and/or job titles? Privacy issues? Put the question before the whole group?

- d. Recognition/endorsement by college Administration and Board of Visitors: how and when to proceed?

- e. Structure

- (1) Governing board / officers

- (2) Committees -- possibilities include: bylaws; policies & procedures; restructuring; salaries; programs; others?

- (3) General (full) membership meetings

Note: report on membership meeting time survey

- f. How to select/elect board, officers, committee members and chairs?

5. Other topics or issues?

6. Next “Initial Executive Committee” meeting date, time, and location.