

Professional Faculty Executive Committee Meeting MINUTES

College of William & Mary

Friday, May 4, 2007,9-10am

Swem Library Brown Board Room

Present: Priscilla Case, Judy Corello, Ilsa Kaattari, Carole McAllister, Mary Molineux, Maria Elena Pada, Jobila Williams.

1. **Minutes** from last Executive Committee meeting were reviewed, but because we lacked a quorum, approval was postponed. **ACTION:** Mary will send out the minutes again via email and request approval via email responses.

2. **Bylaws draft:** Jobila handed out an initial draft of proposed constitution and bylaws for the Professional Faculty organization and reviewed highlights. She reported that they had looked at UVA's professional faculty constitution and bylaws as well as W&M's Faculty Assembly bylaws. The members thanked the subcommittee members for their impressive start on this project.

A few initial suggestions made by members present, but deferred for further future discussion by a quorum of the Executive Committee, included:

- the possibility of calling the organization the "Professional Faculty Council." Council was preferred over Association, Senate, and Organization.
- adding the Provost to "II. Mission" and "III. Goals. C."
- adding a definition of "Professional Faculty"
- including a statement about having a liaison from our organization to the Board of Visitors

ACTIONS:

- Members of the subcommittees working on the bylaws will meet again in the next two weeks to polish the draft.
- Mary will distribute copies of the initial constitution/bylaws to those members who were unable to attend this May 4 Executive Committee meeting so that they can start to become familiar with the proposal.
- Tom Rideout has helped with the constitution/bylaws, so Mary will check to see if he would like to be added to the Executive Committee.
- Mary will send out an email to the full membership, giving an update about bylaws.

3. **Other subcommittee reports.** No other committee reports were presented.

4. **Next steps for our organization.** It was agreed that we needed to focus on the constitution and bylaws, having them ready to present to the Provost in June.

5. **Next general membership meeting.** It was agreed that the next general membership meeting should be to discuss and vote on the bylaws, so a date is deferred until the constitution/bylaws are further along.

6. **Next Executive Committee meeting.** The week of May 21 looked best for the members present, to give the subcommittees two weeks to polish the constitution/bylaws and to distribute them a few days before the next Executive Committee meeting. **ACTION:** Mary will check calendars and propose a meeting date and time.

Respectfully submitted by Mary Molineux, May 8, 2007.