

Professionals and Professional Faculty Assembly MEETING

Tuesday, December 9, 2008 8:30-10:00am
Swem Library Ford Classroom (ground floor)

AGENDA

8:30-9:00am

1. Welcome and introductions!
2. Review and discussion of purpose of our new organization.
3. Review of our Constitution and Bylaws.
4. Quick review of immediate next steps – please see the 9:30-10:00am section below.

9:00-9:30am

5. Provost Geoff Feiss: remarks
6. Questions/topics for the Provost:
 - a. Provost's role with our group: protocol; meetings; communication; etc.
 - b. W&M's Strategic Plan: how best to get more involved and contribute?
 - c. Representation on more College-Wide Committees, including Faculty University Priorities Committee
 - d. Board of Visitors -- ex-officio seat
 - e. PPF Handbook of Policies and Procedures – our role in creating this
 - f. Professional vs. Professional Faculty definitions and categorizations: how the decisions will be made; how PPFs can have input and/or appeal

9:30-10:00am: the new Assembly can decide which of the following issues to tackle on December 9 and which to defer to the next meeting

7. Identification of all full-time and part-time PPFs to include in listserv and voting
8. 1, 2, and 3-year terms: how to decide [see Bylaws—Article IV, Section 7]
9. Election of officers
10. Selection of committee chairs and at-large Executive Committee members
11. Setting PPFA goals and objectives
Draft PPFA and PPF communication policies and procedures (see attached)
12. Setting meeting dates and times for:
 - a. PPFA (including a social event to get acquainted?)
 - b. PPF general meetings
 - c. Next meeting: Date: _____ Time: _____ Location: _____