

## **DRAFT MINUTES**

Board of Visitors Committee Meetings  
The College of William and Mary

September 16-17, 2009

Blow Memorial Hall - College of William and Mary

### **WEDNESDAY, SEPTEMBER 16:**

Attendees: Janet M. Brashear  
Colin G. Campbell  
Thomas E. Capps  
Timothy P. Dunn  
John W. Gerdelman  
Sarah I. Gore  
R. Philip Herget III  
Kathy Y. Hornsby  
Dennis H. Liberson  
Suzann W. Matthews  
Anita O. Poston  
Robert E. Scott  
John Charles Thomas  
Jeffrey B. Trammell  
Henry C. Wolf

### **BOARD CONFERENCE ROOM - COMMITTEE ON AUDIT**

4:00-4:58 p.m. Committee on Audit Thomas E. Capps, Chair  
(Mr. Stump) Colin G. Campbell, Vice Chair  
Timothy P. Dunn

- A. Approval of Minutes
- B. Closed Session
- C. Report from Director of Internal Audit
- D. Enclosure A, Report of Internal Audit Activity Since April 17, 2009

### **BOARD ROOM - COMMITTEE ON ADMINISTRATION**

5:00-5:40 p.m. Committee on Administration John W. Gerdelman, Chair  
(Provost Halleran, Ms. Martin) R. Philip Herget III, Vice Chair  
Dennis H. Liberson  
Robert E. Scott  
John Charles Thomas  
Jeffrey B. Trammell

- A. Approval of Minutes
- B. Report from Provost
- C. Report from Vice President for Administration
  - 1. **Resolution 1**, Establishment of the Campus Assessment and Intervention Team (*revised* in committee discussion)
- D. Report from Associate Provost for Information Technology

5:45 p.m.            Recess committee meetings

7:00-9:15 p.m.    Board Dinner

At 7:40 p.m., the Rector convened the full Board at the home of Kathy Hornsby at 1200 South England Street, and moved that, pursuant to Section 2.2-3711.A.1., of the Code of Virginia, the meeting be closed in order to discuss personnel matters involving identifiable college employees. Motion was seconded by Ms. Brashear and approved by voice vote. The observers were asked to leave the room and the Board went into closed session at 7:40 p.m.

The Board reconvened in open session at 9:15 p.m. Mr. Wolf reviewed the topic discussed during closed session for the benefit of the observers, then moved adoption of the **Resolution** certifying that the closed session was held in compliance with the Freedom of Information Act. Motion was seconded by Ms. Brashear and approved by roll call vote of the Committee members conducted by Secretary of the Board Janet Brashear. (Certification **Resolution** will be appended in final minutes).

There being no further business, the Board adjourned at 9:15 p.m.

**THURSDAY, SEPTEMBER 17:**

Attendees: Charles A. Banks III  
Janet M. Brashear  
Colin G. Campbell  
Thomas E. Capps  
Timothy P. Dunn  
John W. Gerdelman  
Sarah I. Gore  
R. Philip Herget III  
Kathy Y. Hornsby  
Dennis H. Liberson  
Suzann W. Matthews  
Anita O. Poston  
Robert E. Scott  
John Charles Thomas  
Jeffrey B. Trammell  
Henry C. Wolf

**RECTOR'S OFFICE - EXECUTIVE COMMITTEE**

8:00-9:05 a.m. Executive Committee

Henry C. Wolf, Chair  
John W. Gerdelman, Vice Chair

Charles A. Banks III  
Janet M. Brashear  
R. Philip Herget III  
Anita O. Poston  
Jeffrey B. Trammell

- A. Approval of Minutes
- B. Closed Session
- C. Discussion

9:05 a.m. Opening remarks

Rector Henry C. Wolf  
President W. Taylor Reveley III

Rector asked for a moment of silence in memory of Frank Batten, who was a member of the Board of Visitors 1990-1994, and Harriet Nachman Storm, Class of 1964, member of the Board of Visitors 1979-1984, Secretary of the Board 1987-1988, President of the William & Mary Cypher Society since 1989. Rector advised that the meeting schedule had been revised from the published schedule in order to complete the full Board meeting in time for members of the Board and administration to attend Mrs. Storm's funeral on Friday morning at 10:00 a.m. in Hampton.



and Budget

1. Enclosure G, Virginia Institute of Marine Science Capital Outlay Project Progress Report
  2. **Resolution 4**, Demolition of Multiple Structures
- D. Report from Vice President for Administration
1. Construction Update
  2. Enclosure H, College of William and Mary Capital Outlay Project Progress Report
  3. **Resolution 5**, Resolution of the Board of Visitors of the College of William and Mary - Pooled 9(D) Bond Projects: Improve Athletic Facilities, Construct/Replace Cooling Plant and Utility Improvements
  4. **Resolution 6**, Utility Easements
  5. **Resolution 7**, Conservation Easement: School of Business Construction Site

#### **BOARD CONFERENCE ROOM - COMMITTEE ON ACADEMIC AFFAIRS**

11:30-12:34 p.m. Committee on Academic Affairs  
(Provost Halleran)  
Sarah I. Gore  
Kathy Y. Hornsby  
Robert E. Scott

Anita O. Poston, Chair  
Colin G. Campbell, Vice Chair

- A. Approval of Minutes
- B. Report from Provost
- C. Report from Faculty Liaison Committee Chair
- D. Closed Session
- E. Action Materials
  1. **Resolution 8**, Appointment to Fill Vacancies in the Instructional Faculty
  2. **Resolution 9**, Appointments to Fill Vacancies In the Professionals and Professional Faculty
  3. **Resolution 10**, Confirmation of Academic Tenure
  4. **Resolution 11**, Designated Professorship
  5. **Resolution 12**, Faculty Leaves of Absence
  6. **Resolution 13**, Revision to the Bylaws of the Virginia Institute of Marine Science/School of Marine Science

## BOARD ROOM - COMMITTEE ON DEVELOPMENT AND ALUMNI AFFAIRS

- 11:30-12:48 p.m. Committee on Development and Alumni Affairs  
(Mr. Pieri, Ms. Cottrell) R. Philip Herget III, Chair  
Timothy P. Dunn, Vice Chair
- Charles A. Banks III  
Janet M. Brashear  
Suzann W. Matthews
- A. Approval of Minutes
  - B. Alumni Association Report
  - C. Closed Session (if necessary)
  - D. University Development Report

## BOARD CONFERENCE ROOM - RICHARD BLAND COLLEGE COMMITTEE

- 1:15-2:19 p.m. Richard Bland College Committee Kathy Y. Hornsby, Chair  
(President McNeer, Provost Lindquist) Sarah I. Gore, Vice Chair
- Dennis H. Liberson  
Anita O. Poston  
Jeffrey B. Trammell  
Alexandra Duckworth  
D. Ryan Goodwin
- A. Approval of Minutes
  - B. General Reports
    - 1. Report from President
    - 2. Report from Provost
    - 3. Report from Dean of Administration and Finance
    - 4. Report from Director of Institutional Advancement
    - 5. Report from Faculty Representative
    - 6. Report from Student Representative
  - C. Closed Session
  - D. Action Material
    - 1. **Resolution 14**, Appointment of Assistant Professor of Biology - Kevin Peters
    - 2. **Resolution 15**, Appointment of Assistant Professor of Biology - Angela Burcham
    - 3. **Resolution 16**, Appointment of Assistant Professor of Mathematics – Lauran Johnson
    - 4. **Resolution 17**, 2010-12 Biennium Budget Requests
  - E. Informational Material
    - 1. Enclosure I, Capital Outlay Progress Report
    - 2. Enclosure J, Capital Campaign Interim Report

**BOARD ROOM - COMMITTEE ON ATHLETICS**

2:00-2:30 p.m.      Committee on Athletics      Sarah I. Gore, Chair  
(Mr. Driscoll)      John W. Gerdelman, Vice Chair

- A. Report from Director of Athletics
- B. Team Reports
- C. W&M Athletics Mission Statement/Goals
- D. Mascot Process Update
- E. "Do You Know" Exam
- F. Special Events

2:45-3:15 p.m.      Provost Report and Faculty Presentation      Ms. Poston

**BOARD ROOM - COMMITTEE ON STUDENT AFFAIRS**

3:32-4:29 p.m.      Committee on Student Affairs      John Charles Thomas, Chair  
(Ms. Ambler)      Suzann W. Matthews, Vice Chair

- A. Report from Vice President for Student Affairs
- B. Student Health on Campus
- C. Update on Center for Student Diversity
- D. Report from Student Liaisons

**BOARD ROOM - COMMITTEE ON STRATEGIC INITIATIVES**

4:30-5:47 p.m.      Committee on Strategic Initiatives      Jeffrey B. Trammell, Chair  
(Mr. Golden)      Janet M. Brashear, Vice Chair

- A. Comments by Strategic Initiatives  
Committee Chair
- B. Overview of the Strategic Plan
  - 1. Update on the Strategic Planning Process
  - 2. Implementation Steps for FY10
  - 3. University Scorecard
- C. Communications Review

Ms. Brashear

5:50 p.m.      Adjourn committee meetings

## **BOARD OF VISITORS FULL BOARD MEETING**

The College of William and Mary

September 18, 2009 - 8:00 - 9:00 a.m.  
Board Room - Blow Memorial Hall

Attendees: Charles A. Banks III  
Janet M. Brashear  
Colin G. Campbell  
Timothy P. Dunn  
John W. Gerdelman  
Sarah I. Gore  
R. Philip Herget III  
Kathy Y. Hornsby  
Dennis H. Liberson  
Suzann W. Matthews  
Anita O. Poston  
Robert E. Scott  
John Charles Thomas  
Jeffrey B. Trammell  
Henry C. Wolf

At 8:00 a.m. the Rector convened the annual meeting of the full Board. Recognizing that a quorum was present, the Rector asked for a motion to approve the minutes of the meeting of April 15-17, 2009. Motion was made by Ms. Poston, seconded by Mr. Gerdelman and approved by voice vote.

Following brief opening remarks, the Rector moved that the Board of Visitors convene in Closed Session for the purpose of discussing personnel actions involving the appointment, promotions, tenure and leaves of specific college employees; discussing matters relating to the investment of public funds in the Real Estate Foundation and the acquisition and development of real property in the City of Williamsburg for the benefit of the College; discussions with legal counsel pertaining to actual litigation and briefings by staff members regarding specific legal issues involving specific College employees; discussing specific recommendations related to alumni fundraising and the status of current development activities; and discussing matters pertaining to the consideration of honorary degrees, as provided for in Section 2.2-3711.A.1., 3., 7., 8., and 10., of the Code of Virginia. Motion was seconded by Ms. Brashear and approved by voice vote. The Rector advised that the first portion of the closed session would be an executive session, followed by the regular closed session. The Board went into closed executive session at 8:02 a.m. and moved to the regular closed session at 8:47 a.m.

The Board reconvened in open session at 9:07 a.m. The Rector reviewed the topics discussed during closed session, then moved adoption of the **Resolution** certifying the closed session was held in compliance with the Freedom of Information Act. Motion

was seconded by Mr. Scott and approved by roll call vote of the Board members conducted by Secretary to the Board Michael Fox. (Certification **Resolution** will be appended in final minutes).

Reports of Standing Committee chairs:

In the absence of Mr. Capps, Mr. Campbell reported for the Committee on Audit. There were no action items.

Mr. Gerdelman reported for the Committee on Administration.

Mr. Scott moved adoption of **Resolution 1(R)**, Establishment of the Campus Assessment and Intervention Team. Motion was seconded by Mr. Thomas and approved by voice vote. (**Resolution 1(R)** will be appended in final minutes.)

Mr. Banks reported for the Committee on Financial Affairs.

Mr. Gerdelman moved adoption of **Resolution 2**, College of William and Mary FY2010-12 Operating Budget Requests. Motion was seconded by Mr. Herget and approved by voice vote.

Ms. Gore moved adoption of **Resolution 3**, Virginia Institute of Marine FY2010-12 Science Operating Budget Requests. Motion was seconded by Mr. Gerdelman and approved by voice vote.

Ms. Brashear moved adoption of **Resolution 18**, Revision of Board of Visitors Investment Policy and Appointment of Investment Managers, which was distributed during the Committee meeting. Motion was seconded by Ms. Gore and approved by voice vote. (**Resolution 18** will be appended in final minutes.)

Ms. Brashear reported for the Committee on Buildings and Grounds.

Ms. Gore moved adoption of **Resolution 4**, Demolition of Multiple Structures; **Resolution 5**, Resolution of the Board of Visitors of the College of William and Mary - Pooled 9(D) Bond Projects: Improve Athletic Facilities, Construct/Replace Cooling Plant and Utility Improvements; **Resolution 6**, Utility Easements; and **Resolution 7**, Conservation Easement: School of Business Construction Site. Motion was seconded by Mr. Banks and approved by voice vote.

Mr. Herget reported for the Committee on Development and Alumni Affairs. There were no action items.

Ms. Hornsby reported for the Richard Bland College Committee.

Ms. Brashear moved adoption of **Resolution 14**, Appointment of Assistant Professor of Biology - Kevin Peters; **Resolution 15**, Appointment of Assistant Professor of Biology - Angela Burcham; **Resolution 16**, Appointment of Assistant Professor of Mathematics – Lauran Johnson; and **Resolution 17**, 2010-12 Biennium Budget Requests. Motion was seconded by Mr. Scott and approved by voice vote.

Ms. Poston reported for the Committee on Academic Affairs.

Mr. Scott moved adoption of **Resolution 8**, Appointment to Fill Vacancies in the Instructional Faculty; **Resolution 9**, Appointments to Fill Vacancies In the Professionals and Professional Faculty; **Resolution 10**, Confirmation of Academic Tenure; **Resolution 11**, Designated Professorship; **Resolution 12**, Faculty Leaves of Absence; and **Resolution 13**, Revision to the Bylaws of the Virginia Institute of Marine Science/School of Marine Science. Motion was seconded by Mr. Gerdelman and approved by voice vote.

The Rector advised that the report of the Executive Committee had been given in closed session.

There was no old business.

There was no new business.

The Rector advised that the tour of the Mason School of Business originally planned for Thursday afternoon had been rescheduled to this morning and a box lunch would be available in the Board Dining Room beginning at 10:30 a.m.

There being no further business, the Board adjourned at 9:32 a.m.