

TO: Dean of Arts and Sciences, Faculty Affairs Committee, Educational Policy Committee

FROM: St. Andrew's Review Committee
Frederick Corney, Associate Professor of History

John Donahue, Associate Professor of Classical Studies, Chair

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RE: Joint Degree Program with St. Andrew's University

DATE: September 27, 2009

The ad hoc St. Andrew's Review Committee was formed as a result of a friendly amendment added to the proposal to approve the St. Andrew's Joint Degree Program at the May 5, 2009 Arts & Sciences meeting.

In a series of meetings in August and September the Review Committee met to address four specific recommendations offered by the EPC in its response to the Request for Endorsement of the Joint Degree Program with St. Andrew's University submitted to it on April 17, 2009 by the St. Andrew's Joint Degree Program Committee. At its final meeting on September 25, 2009 the Review Committee voted unanimously to approve the responses to these recommendations.

This report contains the four recommendations and the Review Committee's response to them. In order to provide necessary background, this report also contains an appendix consisting of the original Endorsement Request and the EPC's response to it.

Recommendation #1:To complete the general education curriculum for the three departments in the Joint Degree Program in a manner that will reflect the strengths of William and Mary as a liberal arts institution and ensure that students can successfully fulfill breadth requirements outside the degree programs without unduly limiting their options.

In response to this recommendation, the committee has submitted sample transcripts of students entering the Joint Degree Program through the Departments of Economics, History and the International Relations Program (See Attachments: Sample Transcript 1, Economics; Sample Transcript 2, Economics; History Sample

Student 1; History Sample Student 2; Sample Transcript for IR Student). The transcripts were devised in such a way as to take into account various levels of preparation that a student might have upon entering the program as well as to demonstrate the different academic interests that a student would be able to pursue once enrolled. After carefully examining this material, the Committee is satisfied that the Joint Program will not only allow students to fulfill the necessary breadth requirements but also that it will provide students with a rich academic experience featuring a level of complementarity that would not be possible to reproduce by each institution on its own. Based on these materials, the Committee also recognizes the critical role that student advising will play in this process and it is satisfied that the program will have mechanisms and funding in place to ensure that this component is adequately addressed.

Recommendation #2:To develop further the Joint Program Seminar course required of all students in the Program.

In response to this recommendation, the Committee has produced the following course description:

“All students in any one of the joint programs will participate in the Joint Program Seminar for each of the first two years in the programs (i.e., one year at each of the two institutions). This would be the equivalent of a one-credit W&M course each semester for a total of four W&M credits over the first two years. The purpose of the course is to enhance the students’ cross-cultural experience and provide an enhanced sense of community among the students in the various joint degree programs. The course will cover the history and culture of both countries through many different media, including speakers, discussions, readings, and writing assignments. The writing assignments will be designed to meet the objectives of W&M’s lower-level writing proficiency. Students will participate in this four-semester course in lieu of enrolling in a Freshman Seminar. At William and Mary, the course will be taught by the Assistant Dean for the joint program (a new position to be created to administer the program) as part of that individual’s duties as Assistant Dean. After the joint program has been formally approved and no later than Spring semester 2011, the Assistant Dean or some other individual appointed by the Dean of Arts and Sciences will submit a formal application for this course, including a detailed description of the nature of the writing assignments, to EPC for approval.”

The Committee is satisfied that this description meets EPC queries about course objectives, structure, and staffing. The Committee also endorses the timetable for the formal application for this course.

Recommendation #3:To provide guidelines by which additional A&S departments and programs at W&M will be able to add degree programs to the Joint Degree Program.

In response to this recommendation, the Committee, with input from the Deans of Arts and Sciences and Undergraduate Studies and the Director of the Reves Center for International Studies, has produced the following guidelines.

New Arts & Sciences degree programs may be proposed within the Joint Degree Program with St. Andrew's in the following manner:

1. Faculty members in Arts & Sciences departments and programs will meet with the Assistant Dean for St. Andrews and the Director of the Reves Center for a preliminary discussion about adding a degree within the Joint Degree Program. Reves Center staff will then inquire about interest and compatibility on the St. Andrew's side. Assuming that both sides are eager to move ahead, the W&M department/program will designate one faculty member as coordinator of the degree proposal process.
2. Reves Center staff will facilitate contacts between W&M and St. Andrew's faculty and assist with the planning process. Typically, this will involve preliminary planning by faculty via e-mail and other electronic means, the faculty coordinator's visit to St Andrew's (or a St. Andrew's faculty member's visit to W&M), and a formal written proposal for the degree (including a detailed curriculum for the major and sample student pathways showing completion of the major and breadth requirements) that has been approved by the department/program.
3. If the degree is undergraduate only, the department/program will then submit its proposal for a degree to the appropriate curricular committees: the Faculty Affairs Committee, Educational Policy Committee, and the Joint Degree Program Committee, copied to the dean and the Director of the Reves Center. The proposal must be approved by the Faculty of Arts & Sciences before being forwarded to the Provost for inclusion within the Joint Degree Program. The Provost will make the final decision on whether or not to approve the degree for inclusion within the Joint Degree Program.
4. If the degree is graduate, the faculty committee will submit its proposal for a degree to the Faculty Affairs Committee, the Committee on Graduate Studies, and the Joint Degree Program Committee, copied to the dean and the Director of the Reves Center. The proposal must be approved by the Faculty of Arts & Sciences before being forwarded to the Provost for inclusion within the Joint Degree Program. The Provost will make the final decision on

whether or not to approve the degree for inclusion within the Joint Degree Program.

5. All undergraduate degree proposals must include the following:
 - a. A clearly defined general education component meeting the goals of the 1993 general education statement of the College and a major.
 - b. Four years of study, with two at William and Mary and two at St. Andrew's. The initial year of study will take place at the home institution, and the following two at the host institution. Residency for the final two years will be determined in consultation with the advisor.
 - c. Total coursework equivalent to 120 SCH.
 - d. Intellectual and academic complementarity—i.e. a degree program that balances and integrates the teaching and research approaches and strengths of both institutions.
 - e. Appropriate advising and program coordination.
6. All graduate degree proposals must include the following:
 - a. Intellectual and academic complementarity—i.e. a degree program that balances and integrates the teaching and research approaches and strengths of both institutions.
 - b. Participation of both institutions' faculties in the teaching and training of students, even if the majority of teaching is done at one institution.
 - c. Participation of both faculties on any masters' theses and doctoral dissertation committees.

The Committee is satisfied that the above guidelines provide a much clearer statement of the process by which new A&S degrees may be added and that fulfilling the academic skills and objectives as embodied in the William and Mary curriculum will continue to be given highest priority as the Joint Program grows and develops.

Recommendation #4: To address the additional curricular support needed for the program.

In response to this recommendation, the Committee was able to examine a preliminary budget with the proviso that it remains very much a work in progress and that future reductions will likely have to be made, given the College's current financial situation. The Committee was keenly aware of the pressures that this

program may place on departments over time and was pleased to see, therefore, that one FTE will be provided in Year One, two FTEs in Year Two, three FTEs in Year Three, and four FTEs in Year Four as a means of meeting this challenge. The Committee was unanimous in its conviction that funds for advising and faculty support for travel, research, and teaching exchanges be maintained at the highest levels possible in order to ensure the integrity of the program.