

The College of William and Mary
Minutes of the Faculty Assembly Meeting
December 17, 2002

Faculty Assembly **President Robert Archibald** opened the December meeting of the Faculty Assembly of the 2002-2003 academic year at 3:35pm.

Members present: Robert Archibald, Debbie Bebout, Liz Canuel, Bob Diaz, Dot Finnegan, Keith Griffioen, Colleen Kennedy, John Lee, Scott Nelson, Laurie Sanderson, and Wanda Wallace. Absent: Jonathan Arries, Alan Fuchs, Nancy Gray, Bill Hawthorne, Lu Ann Homza, Martha Houle, Roger Ries, Ron Rosenberg, Margaret Saha, and Larry Ventis.

The Minutes of the October 22, 2002 meeting were approved. With three minor friendly amendments, the Minutes of the Special meeting of October 28, 2002 were approved.

Prof. Archibald read a memo that he had received from the Parking Advisory Committee (see Appendix A).

Prof. Archibald then read a letter from **Visitor Suzann Matthews** (see Appendix B).

I. Administrative Reports

Provost Cell announced that prior to coming to the meeting, she signed the summer grant letters. Approximately 38 awards were made. In addition, the Reves Center received a grant from the Freeman Foundation for support of faculty during the summer. Six Freeman awards were granted: three for junior faculty and three for tenured faculty. A large number of faculty members will be supported for summer research even though the stipends are smaller (\$4,000). The Faculty Research Assignment letters were distributed yesterday. The FRA faculty members are being asked within a shorter response time frame to specify which term(s) they intend to take leave. Given the budget situation, the decisions were made later than normal and deans and department chairs must be able to plan teaching assignments for next year. Course schedules must be carefully watched and planned to avoid hurting the students as much as possible.

On Friday [December 20], we will know what the Governor is proposing for his budget. There is no guarantee that he will not come back to higher education for more cuts to find the rest of the needed money to balance the budget. The Budget Policy Advisory Committee will need to work on next year's budget and consider a draft of the six-year capital plan in January.

The Provost announced that two new buildings that will appear—not at the top of the list due to the need for considerable planning and pre-planning—a new Applied Science building (including computational science and the cyclone). The building should be placed close to all of the sciences to encourage inter- and cross-disciplinary work. It would include some swing lab space devoted to special projects that might utilize the space for a while and then move out. Space in Tercentenary Hall would be freed. The location has not been determined. The second centrally-located building would be dedicated to Instructional Technology and house both IT staff and much needed high tech classrooms for intensive technology instruction. The latter requires a lot of set-up work and on-site supervision by IT staff. A dedicated building makes sense. Again, as with the Applied Science building, space will be freed up. Given the hard financial times at the present, these dreams will take a considerable amount of time to realize. However, in hard times, it is essential to think about and plan for the future.

The Provost was asked if the College is interested in the soon-to-be vacated Williamsburg Community Hospital. We have thought about it, but do not know what sort of deal could be made. Renovating the hospital would be expensive. When asked if these two new buildings were in the bond issue, the Provost explained that they were only in the earliest planning stage. Further, she indicated that at the moment, the College is assuming the projects would be financed by the Commonwealth since a number of projects underway will need private money. A short discussion concerning the unexpected expenses associated with the renovation of Swem Library took place. The Provost further explained that assuming the new residence hall will be built the Dillard Complex would be used as a swing space during renovations of Millington, Rogers, and Small Halls. Prof. Archibald announced that Vice President Anna Martin would like to talk with the Faculty Assembly in January about the long range campus plan. The Provost explained that the new buildings she described are not on the campus plan as yet since more pre-planning must occur first.

II. Standing Committees

A. Executive Committee. Prof. Archibald announced that when Provost Cell's resignation was announced, the Executive Committee asked to meet with President Sullivan to discuss faculty representation on the search committee and the timing of the search. The meeting is scheduled for this Thursday, December 19 at 2pm.

B. Faculty Affairs Committee. Prof. Scott Nelson, chair, announced that the Committee sent an informal memo to Vice President Martin detailing its questions about the proposed changes in the Administrative procedures. The policy on checking out of the college will be revised. The Committee did not question the military policy. The policy on criminal background checks is back with Vice President Martin and the Provost. An additional question with regard to these policies is the relationship between the Administrative Procedures Manual and the Faculty Handbook. The background check would have an effect on hiring, which is why the administration is rethinking the policy. It is an issue for faculty concern. The Check-out procedures has little to do with the Faculty Handbook.

The Provost offered some comments about the criminal background check in terms of the consequences for the College community and to the faculty member in the case of concealing criminal background at hiring, of committing criminal activity while employed. The nature of the offense and projection of further activity would determine sanctions. The litigation is increasing in the area of "negligent hiring." The issue is difficult and sensitive, but reasons exist to implement a policy.

The Provost commented that the check-out policy is less difficult. The auditor is concerned the security of IT, especially about people leaving who have had access to the system. Assembly members raised a variety of issues, factors, and suggestions: the need for humane procedures, especially for emeritus faculty; the transition to emeritus status is different than resigning from the College; control should be on the administrative side (exception follow-up is more efficient) – a staff person or the direct supervisor responsible to check for outstanding claims and follow-up correspondence; chairs or supervisors should have a computer distribution list of people who will not be back next year; withholding the paycheck is a concern, but is in question as to its legality. The Committee needs to communicate these concerns with Vice President Martin.

C. Liaison Committee. **Prof. Archibald** reported in place of Prof. Rosenberg, who as Vice President, serves as chair of the Liaison Committee. The faculty presentation to the Board was very successful. **Prof. Rosenberg** was commended on the good job in the presenting the Resolution for Suzann Matthews. **Paul Heideman** (biology) and **Khris Lane** (history) did presentations on their research and how their research led into student research. The BOV received a clear message about how integrated research and teaching are and thus how important Ms. Matthews' gift is. The members discussed at length the tuition-increase proposal conversation within the BOV. The discussion included a variety of new fees that students will have to pay as a result of budget problems.

Old Business

Prof. Scott Nelson asked about the Academic Affairs sponsorship last year of an IT Advisory Committee, which had three meetings with IT staff and various others. A report was never made to Faculty Assembly. The status of this committee and a variety of serious issues must be addressed. IT needs faculty to talk with about some of these issues. Prof. Archibald will find out about the state of affairs and instruct the appropriate committee to initiate a sub-committee or to deal with it themselves. Lu Ann Homza is the chair of Academic Affairs. The contact in IT is Gene Roche.

New Business

Prof. Archibald raised the issue of long-range planning. He proposed that the Committee on Planning and Resources [COPAR] ought to be charged to produce some long-range financial plans for the college. Faculty Compensation should be involved and the committee should involve deans in its deliberations. There also needs to be some continuity on the committee if it is to be successful.

No repository for Faculty Assembly information exists other than its web pages. If we want an on-going committee, physical space is needed as well as some way to archive its materials. The committee could set up a Blackboard site or ask for a space in the Library. The Rector might be asked if the Assembly might use some of the space designated for that position. We need to be concerned with the confidentiality of certain information that we would have available to us. Prof. Archibald will look into obtaining a physical space.

Prof. Archibald asked for suggestions for the discussion with the President about the search committee. The members discussed the potential temporal length of a search for a Provost. We would rather be involved in suggesting faculty members for the composition of the search committee. Information sharing should be a high priority with the next provost. Faculty Assembly should gather the feelings and beliefs of the faculty about the role of the provost.

The question was asked if everyone knows that the May Seminar has been cut. Cuts seem to be made that no one knows about. An unconfirmed rumor is that the stipend for Freshmen Advisors has been cut. The program is being restructured with financial cuts. Is there something we can do to make these cuts public? We should know what programs are being cut, especially when recruiting faculty. Budget cuts are causing costs to be shifted from one department to another or to the students. Some cuts may actually be detrimental. Notification should be made before decisions are made for these cuts. Prof. Archibald suggested that a resolution be drafted.

The meeting was adjourned at 5:20pm.

Respectfully submitted,

Dorothy E. Finnegan, secretary



The College Of

WILLIAM & Mary

Appendix A

Department of Economics
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David A Jaeger
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TO: Prof. Robert Archibald, President, Faculty Assembly
FROM: Prof. David A Jaeger ~
RE: Parking Advisory Committee Resolution DATE: 9 December
2002

Bob:

Please be advised that the Parking Advisory Committee, by a 7-1 vote, made the following resolution on 25 November 2002:

- 1) We oppose the destruction of parking spaces without replacement elsewhere,
- 2) In no instance should parking fees be used to pay, directly or indirectly, for the costs of destroying parking spaces and
- 3) If parking spaces are destroyed, the entity destroying the spaces should compensate the parking system for the value of those spaces.

This resolution has been sent to Anna Martin, Vice President for Administration.

Appendix B

8440 Brook Road
McLean, Virginia 22102
December 9, 2002

To: The Faculty Assembly of The College of William and Mary in Virginia

Ladies and Gentlemen,

Thank you very, very much for your great thoughtfulness in passing the "Resolution for Suzann Matthews." I am deeply grateful to you for this wonderful gesture.

When I first joined the Board of Visitors, I was so happy to meet individual faculty members and hear about your work! In recent weeks I have received many wonderful letters and e-mails telling me about your students and your research. I have also had the chance to tour some of our buildings in greatest need of repair, and to see the circumstances in which you teach. So now, I want to turn the spotlight right back around to where it belongs--on you, the members of the faculty.

You are my heroes.

Your determination to make the best of the difficult financial circumstances facing the college, your creativity in dealing with our challenging classroom facilities, and most importantly, your devotion to the students of William and Mary, are awe-inspiring. As an alumna, how could I not be incredibly grateful to you all? As one who loves our College, how could I not be inspired to do my part?

Truly, it was my great joy to help. What a wonderful feeling, actually to be able to do something! So you see, I have already been rewarded many times over. Therefore, having received this wonderful resolution, I resolve in turn to continue my best efforts to support the faculty of the College of William and Mary, and to encourage others to do so.

In the meantime, I hope you will come and say hello when you see me on campus, and tell me more about your students and your work.

Sincerely yours,

Suzann Wilson Matthews '71

cc: President Timothy J. Sullivan Provost Gillian T. Cell Mr. Michael J. Fox