

**Faculty Assembly Meeting**  
**24 April 2007**

**Present:** Allred, Armstrong, Beers, Brown, Canuel, Cate-Arries, Cooke, Diaz, Fuchs, Kennedy, Kulick, Lee, Leslie, Linneman, Macdonald, Meese, Meyers, Sheriff, White

**Absent:** Evans, Smith,

**Others in Attendance:** Provost Feiss, Howard Busbee, Brian Hiestand, Laurie Sanderson, Nancy Buchanan, Ed Pratt, Gene Roche, Carol McCallister

The meeting was called to order at 15:35 by Katherine Kulick.

**1. Approval of the minutes of the 27 March 2007 Meeting.**

Kennedy presented a motion for approval of the minutes for the March 27, 2007 meeting. White seconded the motion and the minutes were approved by unanimous vote.

**2. Special Presentation – Tom White (Chair COPAR) introduced Howard Busbee (Chair, W&M Foundation) and Brian Hiestand (Chief Investment Officer)**

Busbee distributed materials to Assembly members including a copy of the Annual Report the W&M Foundation and a copy of his powerpoint presentation. He noted that the central mission is to secure and grow the private foundation of The College. This includes raising funds for the benefit of The College and managing the assets.

He described the typical spending pattern through the examples included in Annual Report (5-year average). Generally, sources exceed spending and most funds go to endowment. The operating budget for FY 2006-2007 was \$18.4 Million, with most funds restricted (\$12.8M, 69.6%), and a smaller portion unrestricted (\$5.6M, 30.4%).

Busbee discussed new initiatives of the Foundation including: a recent name change, preparation of an annual report, new committees, the Foundation's affiliation with the Alumni Association, greater trustee involvement in the life of The College, and a recent joint venture with BOV – new Real Estate Foundation

Hiestand's presentation dealt more with the investment side. He provided an overview of the W&M Investment Trust. In June 2006, the total true and quasi endowment was \$491,656,656 (June 30, 2006), up from \$437,723,741 on June 30, 2005. In the next fiscal year, schools will move into investment trust:

VIMS Foundation: \$2,766,585

School of Law: \$20,749,424

Business School: \$33,488,976

Goals for the Trust include:

1. Preserve the real (inflation adjusted) purchasing power
2. Earn return of at least 5.5%
3. Earn rate that is at top third of all universities

The ranking for the W&M Investment trust for 1, 3 and 5 years has been in the top quartile relative to peer institutions.

## ***Discussion***

Meese: Who chooses the trustees?

Busbee: Nominations Committee receives nominations. Elect 7-8 each year for 2-year term. Can serve 3 consecutive terms. All nominees are in the businesses of managing money. All are W&M alumni.

Meese: If the spending of unrestrictive funds is decided by the President, what role do the committees play?

Busbee: Finance and operations committee works with Sam Jones, investment committee determines spending rate and portfolio. Other committees funnel recommendations to Executive Committee and Finance Committee. Rely on President's recommendations for spending priorities.

Have to make decision about what is important on year-to-year basis. This is the primary purpose of Finance and Operations committees.

White asked Brian to make slides available to his committee.

Brian: will do so

## **3. Provost's Report.**

### ***1. Budget***

BOV approved the budget for W&M at its meeting last week. This included 8% increase in-state tuition, 5% faculty salary increases, and 4% staff increases.

Significant funds available for operating budgets (\$1.2M )

\$300k in grad student financial aid

\$500k for faculty research

The Provost felt that the institution would be in a good position to meet some, but not all, of faculty priorities.

### ***2. Campus Security***

Responding to concerns regarding the recent shootings at VT, the Provost noted that a campus-wide risk management committee has been in-place for some time. The Provost will report to the BOV on the issue of campus security at its September meeting. The Provost noted that the College is close to signing a with a 3<sup>rd</sup> party provider that will notify all faculty, staff and students in emergency. Allows every individual to designate up to 6 telephones at which to receive message. Want to be able to send messages, if needed, as soon as possible. Rapid communication to faculty is very important as faculty serve as channel to students.

### ***3. Classes will be canceled on May 4<sup>th</sup>.***

Queen Elizabeth will be on-campus on Friday, May 4th. Saturday will be a make-up day for labs or other classes needing to make-up the time missed on Friday. The Queen will be in Colonial Williamsburg for lunch with 400 guests. She will process down DOG

Street to the President's House. Festivities will be located at the Wren Building. She will be made an honorary member of Class of 2007.

***4. President announced thoughts on internationalization.***

The President described two studies considering internationalization at W&M: (1) The Reves Center has been asked to perform a complete inventory of all activities and programs. (2) The Provost will do an assessment of best practices at other universities over summer. The President will create a Presidential Committee to move forward with new initiatives in the upcoming academic year.

***5. Peer group Composition.***

The Provost noted that SCHEV will reconsider the composition of our peer group. The Provost felt that the initial screening was not satisfactory as it left only two current institutions on our list of peer institutions. Draft document from SCHEV cannot be made public at this time. The Provost noted that other institutions are also unhappy with their proposed peer groups.

***6. Two memorials will be held for Wendy Reves.***

Memorial service in Wren chapel and one in Dallas. Do not know date of interment of her remains on campus.

**3. Annual Report – Faculty University Priorities Committee (Kulick)**

Kulick, Meese and White attend FUPC as representatives of Faculty Assembly. Reports are done for two-year period, one year in advance. This report provides recommendations for 2008-2009 and 2009-2010 budgets. Assembly receives report at end of academic year and Provost will return to Assembly in September with his recommendations.

Fundamentals:

1. FUPC considered requests in terms of maintaining excellence. This year, the committee considered all request categories. FUPC felt it was important at this time to support existing faculty and existing programs before embarking on new initiatives.

FUPC Recommendations:

1. Faculty Salaries. Bring salaries to 60<sup>th</sup> percentile.
  - No net new hires until stated salary goal is reached.
  - In PBR notebooks, requests for 84 new positions. Members of FUPC thought that the faculty should take strong stand. No new hires until average salary reached 60<sup>th</sup> percentile.
  - “Flexible freeze” because FUCP recognizes there will be situations when hires should be made.

*Discussion:*

Bill Cooke – Will this model work? Physics has been following this policy but average salary in department has fallen. Concerned about setting priorities without having all necessary information.

Feiss – median salary is rank dependent.

Leslie – Bill’s argument assumes that no other institution is doing the same.

Cooke – Over last 5-6 years, actual dollars for salaries has decreased. He questions whether our faculty salaries are low because of other hires? Would like to see this information before we decide on solution.

2. Full implementation of scheduled semester research leave. It was noted that this is an existing initiative with a clear commitment from the Provost and President.

3. Restoration of M&O budgets in academic units.

4. Raise grad student support to nationally competitive levels.

It was noted that “support” was used in wording in order to retain flexibility. There may be programmatic decisions about how to balance stipend vs. health insurance needs.

*Discussion:*

Provost noted that he is close to receiving a report about grad student stipends.

Sanderson verified that a report from her committee is forthcoming.

Armstrong stated that he was uncomfortable about tying the Provost’s hands about future hires. He expressed support for the FUCP goals, but was uncomfortable with this recommendation.

#### **4. Policy on Electronic Devices in Classrooms**

A policy document was distributed stating that electronic devices, with the exception of laptop computers and handheld calculators, may not be used in class, lab or any other instructional setting.

Kennedy presented a motion to refer this matter to the Academic Affairs Committee for further discussion. She expressed a concern that it did not seem wise for this body, this week, to take this position. She noted a possible procedural problem noting that the policy has not been vetted by the A&S faculty.

Meese: seconded motion

*Discussion:*

Sheriff: What is mode of enforcement?

Pratt: Violation of policy would be a breach of honor code.

MacDonald: Noted faculty concerns about students using text messaging for answers to tests. She noted that rather than enacting a policy, faculty could inform students of their classroom policy. Is this policy needed?

Meyers: There could be a policy that requires students to turn their cell phones to silent mode during class.

Kennedy questioned whether this policy was necessary.

Armstrong: Cell phones can be disruptive. Is onus on instructor to limit cell phones?

Parliamentarian reminded members of the Assembly that the motion was to forward the policy to the Academic Affairs Committee.

Meese: This is a serious question. Need more information gathering by Academic Affairs before moving forward.

Kulick called the vote: unanimous vote to approve motion to refer the matter to the Academic Affairs Committee

## **5. FA Committee Reports**

*Liaison Committee (Meese):* Provost and Dean Strikwerda made presentation about Arts to BOV. This presentation lead to question about facilities for the Arts on campus. Two options were discussed: (1) creation of a new facility or (2) renovation of existing facilities.

*Academic Affairs Committee (Diaz):* no new business to report.

*COPAR (White):* no new business to report.

### *Faculty Handbook (Kulick)*

Sections C, H, and I have been posted for review by Faculty Assembly.  
Section D will be voted on at next meeting

## **6. Old Business – none to report**

## **7. New Business – none to report**

## **8. Adjournment:**

The meeting was adjourned at 5:00 pm.

Respectfully submitted,  
Elizabeth A. Canuel, Secretary