

SCHEDULE

May 12, 2020

RICHARD BLAND COLLEGE COMMITTEE

10:30 a.m.-Noon Richard Bland College Committee
(President Sydow)

Barbara L. Johnson, Chair
J.E. Lincoln Saunders, Vice Chair

Victor K. Branch
Warren W. Buck III
Charles E. Poston
Lisa E. Roday
Brian P. Woolfolk
Tiffany R. Birdsong, faculty representative
Solomon Asare, student representative

- A. Introductory Remarks
- B. Approval of Minutes
 - 1. February 5, 2020 (correction to **Resolution 18**)
 - 2. Electronic meeting April 3, 2020
- C. Administrative Reports
- D. Action Material
 - 1. **Resolution 1**, Appointment to Fill a Vacancy in the Professional Faculty
 - 2. **Resolution 2**, Retirement of Dannie Hudson, Associate Professor of Mathematics
 - 3. **Resolution 3**, Approval of 2020-2021 Operating Budget Proposal
 - 4. **Resolution 4**, Approval of 2020-2021 Tuition & Fees
- E. Closed Session (if necessary)

EXECUTIVE COMMITTEE

12:00-1:00 p.m. Executive Committee
 (Mr. Fox)

John E. Littel, Chair
William H. Payne II, Vice Chair
Sue H. Gerdelman, Secretary

James A. Hixon
Lisa E. Roday
Karen Kennedy Schultz
Brian P. Woolfolk

- A. Introductory Remarks
- B. Approval of Minutes
 - 1. February 5, 2020
 - 2. Electronic meeting March 30, 2020
 - 3. Electronic meeting April 23, 2020
- C. Discussion topics
- D. Closed Session

FULL BOARD MEETING

1:00 – 4:00 p.m.

- I. Welcome and call to order Rector John E. Littel
- II. Opening Remarks Mr. Littel
President Katherine A. Rowe
President Debbie L. Sydow
- III. Approval of Minutes – February 5-7, 2020 Mr. Littel
- IV. Audit, Risk and Compliance
 - A. Opening remarks Brian P. Woolfolk
 - B. Report from the Auditor of Public Accounts Eric Sandridge
 - C. **Resolution 5:** Revision of the Office of Internal Audit Charter
- V. Richard Bland College
 - A. Opening remarks Barbara L. Johnson
 - B. **Resolution 1:** Appointment to Fill Vacancy in the Professional Faculty
 - C. **Resolution 2:** Retirement of Dannie Hudson, Associate Professor of Mathematics
 - D. **Resolution 3:** Approval of 2020-2021 Operating Budget Proposal
 - E. **Resolution 4:** Approval of 2020-2021 Tuition & Fees
- VI. Administration, Buildings and Grounds
 - A. Opening remarks William H. Payne II
 - B. **Resolution 6:** Virginia Institute of Marine Science Resolution to Approve Easement for VIMS Oyster Hatchery Underground Facilities: Verizon South Inc.
 - C. **Resolution 7:** Virginia Institute of Marine Science Resolution to Approve Easement for VIMS Oyster Hatchery Underground Facilities: Virginia Electric and Power Company
 - D. **Resolution 8:** William & Mary Resolution to Approve Electrical Easement Serving Jamestown Road
 - E. **Resolution 9:** Resolution to Update Retirement Plans 403b and 457f
- VII. Financial Affairs
 - A. Opening remarks James A. Hixon
Amy Sebring
 - B. **Resolution 10:** FY21 Tuition and Fee Structure for Full- and Part-Time Students
 - C. **Resolution 11:** William & Mary FY21 Operating Budget Proposal
 - D. **Resolution 12:** Virginia Institute of Marine Science FY 2020-21 Operating Budget Proposal
 - E. Investments Subcommittee Mirza Baig

VIII. Academic Affairs

- A. Opening remarks S. Douglas Bunch
Peggy Agouris
- B. **Resolution 13:** Executive Appointments
- C. **Resolution 14:** Appointments to Fill Vacancies in the Instructional Faculty
- D. **Resolution 15:** Designated Professorships
- E. **Resolution 16:** Faculty Promotions
- F. **Resolution 17:** Award of Academic Tenure
- G. **Resolution 18:** Retirement of John F. Boschen, Mason School of
Business
- H. **Resolution 19:** Retirement of Christy L. Burns, Department of English
and Gender, Sexuality, and Women's Studies Program
- I. **Resolution 20:** Retirement of Katherine M. Kulick, Department of
Modern Languages and Literatures
- J. **Resolution 21:** Retirement of Eugene Allen Roche, School of
Education
- K. **Resolution 22:** Retirement of Robert J. Scholnick, Department of
English and American Studies Program

IX. Student Experience

- A. Opening remarks Lisa E. Roday

X. Institutional Advancement

- A. Opening remarks Sue H. Gerdelman

XI. Organizational Sustainability and Innovation Ad Hoc Committee

- A. Opening remarks H. Thomas Watkins III and Mirza Baig
- B. Admissions update Henry Broaddus

XII. Reports:

- A. Faculty Assembly Cathy Forestell
- B. Student Assembly Kelsey Vita
- C. PPFA & Staff Assembly Joe Wheeless

XIII. Highland Commission Mr. Buck

XIV. Old Business Mr. Littel

- A. 2020 Retreat update

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| XV. New Business | Mr. Littel |
| A. Report of Nominating Committee | Mr. Branch |
| B. Resolution 23: Resolution to Approve Naming
the Student Recreation Center | Mr. Payne & Ms. Roday |
| C. Commending Resolution – Kate Conley | Mr. Bunch |
| D. Commending Resolution – Dave Douglas | Mr. Poston |
| E. Commending Resolution – Skip Niles | Ms. Schultz |
| F. Commending Resolution – Sam Jones | President Rowe |
| XVI. Closed Session | Mr. Littel |
| XVII. Open Session | Mr. Littel |
| XVIII. Closing remarks | Mr. Littel |
| XIX. Adjournment | |

RICHARD BLAND COLLEGE COMMITTEE

May 12, 2020
10:30 am - Noon

Barbara L. Johnson, Chair
J. E. Lincoln Saunders, Vice Chair

- I. Introductory Remarks –Barbara L. Johnson
- II. Approval of Minutes
 - A. February 5, 2020
 - B. April 3, 2020 Electronic Meeting
- III. General Reports
 - A. Report from President and Administration – Debbie L. Sydow
 - B. Report from Faculty Representative – Tiffany Birdsong
 - C. Report from Student Representative – Solomon Asare
- IV. Action Material
 - A. Appointment to Fill Vacancy in the Professional Faculty Resolution 1
 - B. Retirement of Dannie Hudson, Associate Professor of Mathematics Resolution 2
 - C. Approval of 2020-2021 Operating Budget Proposal Resolution 3
 - D. Approval of 2020-2021 Tuition & Fees Resolution 4
- V. Informational Material
 - A. Administrative Update: RBC Performance Report *Pre-read*
 - B. 2019-2020 Operating Budget Update *Pre-read*
 - C. Report from Faculty Representative *Pre-read*
 - D. Report from Student Representative *Pre-read*
 - E. Hybrid Work College Report *Pre-read*
- VI. Closed Session (if necessary)
- VII. Discussion
- VIII. Adjourn

RICHARD BLAND COLLEGE COMMITTEE
MINUTES:

FEBRUARY 5, 2020

APRIL 3, 2020 ELECTRONIC MEETING

MINUTES
Richard Bland College Committee
February 5, 2020
Board Room – Blow Memorial Hall

Attendees: Barbara L. Johnson, Chair; J.E. Lincoln Saunders, Vice Chair, Victor K. Branch, Charles E. Poston, Lisa E. Roday; Brian P. Woolfolk and student representative Solomon Asare. Board members present: Rector John E. Littel and Karen Kennedy Schultz. Others present: President Debbie L. Sydow, Provost Maria Dezenberg, J. Tyler Hart, Paul Edwards, Kenneth LaTessa, Eric Kondzielawa, College Counsel Ramona Taylor, Kent B. Erdahl, Carrie S. Nee, Amy S. Sebring, Stacey Sokol, Michael J. Fox, Jeremy Martin, Brian W. Whitson, Joanne Williams, Sandra J. Wilms and other faculty and staff.

Chair Barbara Johnson called the Richard Bland College Committee to order at 2:00 p.m. and briefly welcomed those in attendance, noting that the strategic plan will be the focus of the meeting.

Recognizing that a quorum was present, Ms. Johnson asked for a motion to approve the minutes of the meeting of November 21, 2019. Motion was made by Mr. Branch, seconded by Ms. Roday, and approved by voice vote of the Committee.

President Sydow commented on the development of the strategic plan and budget amendment request with the General Assembly. The President introduced Ken LaTessa to review **Resolution 1**, RBC 2020-2025 Strategic Plan: *Seize Your Potential*.

Chief Information, Strategy and Innovation Officer Ken LaTessa provided an overview of the key elements of the plan, how the values will be measured and outlined plans for the annual assessment. A discussion ensued with members of the Committee.

Director of the Budget Paul Edward provided an update of the FY20 budget, development of the FY21 budget and the requested budget amendments. He commented on the progress of the audit.

Provost Maria Dezenberg discussed enrollment optimization and reviewed the three phases: assessment, Fall 2020 impact and the long-range plan. The Provost noted that Phase II, Fall 2020 impact, focused on four key areas: dual enrollment, central Virginia high schools, brand refreshing, and marketing and digital strategy. The Provost introduced marketing consultant Robin Duncan, who discussed the marketing and digital strategy with the Committee.

Director of Human Resources Cassandra Standberry introduced consultant Jennifer Atkins who reviewed the results of the 2019-2020 peer report and pay study and discussed the results, roles and implementation with the Committee.

President Sydow advised that faculty representative Tiffany Birdsong was attending a conference and had asked her colleague Professor of Biology Tim Rohrbach to assist with the combined faculty and student report on experiential service learning. Spanish Professor Rachel Finney reported on her work in Guatemala with Health Talents International and two students, Amaia Moxon and Jason Kellerhalls, both Promise Scholars, reported on their experience.

Richard Bland College Committee
MINUTES
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Following the discussion with students and faculty, Ms. Johnson asked for a motion to approve **Resolution 1**, RBC 2020-2025 Strategic Plan: *Seize Your Potential*, and **Resolution 18**, Guidelines for Richard Bland College Public Comment Period on Tuition/Fee Increases. Motion was made by Ms. Roday, seconded by Mr. Branch and approved by voice vote of the Committee.

Strategic Initiatives Program Manager Stacey Sokol gave a brief update on the Hybrid Work College Feasibility Study underway with VCU. Team leader David Cullen commented briefly on the scope of work.

W&M Vice President for Finance and Technology Amy Sebring and RBC Chief Development Officer Tyler Hart updated the Committee on the work of the Shared Services Work Group. They reviewed the process, key assumptions and potential services as well as the preliminary cost analyses and other considerations with the Committee.

Ms. Johnson moved that the Richard Bland College Committee convene in closed session to continue consideration of shared services under the following provisions:

- Pursuant to Virginia Code §2.2-3711.A.1 to evaluate the performance of departments of the institution where such evaluation will necessarily involve discussion of the performance of specific individuals; and
- Pursuant to Virginia Code §2.2-3711 A.8. for consultation with legal counsel regarding matters requiring the provision of legal advice.

Motion was seconded by Ms. Roday. The observers were asked to leave the room and the Committee went into closed session at 3:35 p.m.

The Committee reconvened in open session at 3:55 p.m. Ms. Johnson reviewed the topic discussed during the closed session, and 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. Poston and approved by roll call vote of the Committee members conducted by Executive Liaison to the Board Sandra Wilms. (Certification **Resolution** will be appended.)

There being no further business, the Committee adjourned at 3:56 p.m.

MINUTES
Richard Bland College Committee Called Meeting
April 3, 2020
Via Zoom stream

Committee members participating: Barbara L. Johnson, Chair; J.E. Lincoln Saunders, Vice Chair; Victor K. Branch; Warren W. Buck III; Charles E. Poston; Lisa E. Roday; Brian P. Woolfolk; faculty representative Tiffany R. Birdsong and student representative Solomon Asare

Other Board members participating: Rector John E. Littel, S. Douglas Bunch, Sue H. Gerdelman, William H. Payne II and Karen Kennedy Schultz

RBC participants: President Debbie Sydow, Provost Maria Dezenberg, Lashrecse Aird, Celia Brockway, Jeff Brown, Paul Edwards, Mary Gurnick, Eric Kondzielawa, Ken LaTessa, Lisa Pond, Stacey Sokol, Cassandra Standberry, Joanne Williams; College Counsel Ramona Taylor,

W&M participants: University Counsel Carrie Nee, Kent Erdahl, Michael Fox, Jeremy Martin, Sandra Wilms

Chair Barbara Johnson called the electronic meeting to order at 9:00 a.m. and welcomed members of the RBC Committee, faculty representative Tiffany Birdsong, student representative Solomon Asare, other Board members, Richard Bland staff members, W&M staff members and legal counselors Ramona Taylor and Carrie Nee. She expressed her thanks for arranging schedules to participate this morning and also offered greetings to all members of the public.

Noting that this electronic meeting is permitted under Virginia Code § 2.2-3708.2 (A)(3), when the Governor has declared a state of emergency in accordance with Virginia Code § 44-147.17, provided that (i) the catastrophic nature of the declared emergency makes it impracticable or unsafe to assemble a quorum in a single location and (ii) the purpose of the meeting is to address the emergency and recognizing that it would be both impracticable and unsafe to assemble a quorum in a single location for this meeting at this time, Ms. Johnson stated that the purpose of the meeting is to address the emergency declared by Governor Northam on March 12, 2020.

Following instructions regarding how the electronic meeting would be conducted, Ms. Johnson briefly offered opening remarks, noting that we continue to wait for guidance from the state and federal government. She expressed gratitude for the technology and the leadership of RBC, noting that RBC's mission and values are guiding campus leadership during these difficult times.

In her opening remarks, President Sydow expressed her appreciation for the opportunity to provide a briefing on RBC's response to the emergency. The President noted that the faculty, academic leaders, the librarians and other staff are working together to prioritize the health and safety of the campus community and provide continuity for the educational and service mission of the College. The President noted that the COVID-19 management team is meeting bi-weekly.

The Rector expressed his gratitude and appreciation for the work that President Sydow and her leadership team have done in handling this crisis.

Members of the COVID-19 management team reported on response and results:

Provost Maria Dezenberg reported on the faculty's pivot to remote learning. She noted that administration and staff have reorganized student services. Spring break was extended to facilitate a week of professional development activities focusing on online instruction in preparation to shift to a virtual teaching and learning environment. The library, student success, counseling and admissions teams reorganized all programming and support to be available virtually. Learner/mentors have released weekly videos, thirty peer mentors were mobilized and work has been done to insure students have access to technology. Other actions underway include development of video modules for summer orientation programming, planning for a virtual open house in May and scheduling of Zoom information sessions as well as outreach campaigns to maintain high touch points for both continuing and new students.

The focus remains on retention and enrollment initiatives. The admissions team has made 1400 calls to prospective students. More details on Fall 2020 and digital work will be available during the April report.

Mary Gurnick, Acting Director of Academics, reported on the move to fully remote instruction. The one-week extension to spring break was added to give faculty the time to prepare courses and acquire the necessary technology to teach remotely beginning March 23. The withdrawal date and last day of class were extended to May 4. The final exam period was extended to May 11. Delivery and effectiveness of remote instruction are being assessed by a department chair review of revised CANVAS courses for all faculty, student course evaluations have been modified to reflect the change to remote learning, the end of semester assessment of all courses, and monitoring of ongoing student input log regarding online learning. All summer classes have either been converted to online or will be canceled. There will be no in-seat instruction this summer. We are working to offer students the option of electing a modified Pass/Fail for one or more courses.

Celia Brockway, Director of Student Success reported on steps taken to engage continuing and incoming Richard Bland College students, including fielding calls, coordinating virtual events, and continuing usual business as much as possible, including continuing and new student registration. Student success and registration have been the primary focus during this transition.

The Department of Student Success asked students to complete a Student Information Survey to be certain we have up-to-date contact information. This survey asked students if they had the resources necessary to complete coursework remotely. Those students who expressed that they did not were contacted by their Learner Mentor or a Library staff member, depending on the issue. Many expressed concerns about WiFi access, so Carly Baskerville, Head Librarian, contacted libraries across the Commonwealth and created a LibGuide titled "Where's the WiFi?", which was shared with students. Events at RBC have gone virtual. Since the start of remote learning, five events have been offered each week, including group registration and sessions that go over how to successfully transition to remote learning. Learner Mentors are formulating an online version of New Student Orientation, working with entities across campus, and they have created other modules that walk students through processes. A calling campaign will launch on Monday, April 6, that will include staff and faculty members. Information about student needs will be collected and Learner Mentors will respond as needed. The departments of Student Success, Counseling Services, Athletics, and Library Services came together to create a framework for

checking in with students. Notes from check-ins are logged within a document, though this information will be logged on the same form the callers are using starting next week

Eric Kondzielawa, Director of Auxiliaries, Capital Assets & Operations, provided an update on housing and food service. The focus was on efforts to close housing effective March 28, which was well organized and run well. Seventeen residential students were granted waivers to remain on campus due to extreme hardship; all have been moved and isolated in individual self-contained rooms; meals are distributed on a daily basis; to ensure RBC continues to be a safe workplace and campus environment. Enhanced cleaning and sanitizing of buildings and common areas has been implemented, with adherence to CDC and VDH sanitization guidelines, the provision of protective masks, etc. Also running power to satisfy Maze Hall parking Wi Fi.

Jeff Brown, Director of Campus Safety & Chief of Police commented on major highlights, including the activation of the continuity of operations plan and the use of clear phased decision-making processes as well as clear one voice communication to both internal and external constituents via the RBC webpage. There are also strong planning efforts with the Business Office and utilization of legal resources. FEMA and the US Army Corps of Engineers are assessing College facilities for the potential housing of COVID-19 first responders for Dinwiddie County. RBC is working on a memorandum of understanding if necessary and collaborating on a recovery plan with the State and County.

Ken LaTessa, Chief Information, Strategy & Innovation Officer, provided an update on IT efforts that started on March 16 during the second week of spring break. The IT team quickly and effectively assessed and resolved IT issues and roll out technologies to support online operations; provided training on remote technologies; repurposed classroom equipment; expanded internet access in the quad and are working to provide wifi access in the Maze Hall parking lot; ramped up security and video conferencing, instituted single sign-on for all systems, created Emergency Telework Agreements in DocuSign and provided video training, created Telework Time Tracker. Going forward, Mr. LaTessa noted that technical/procedural challenges with Pass/Fail and assessing changes needed for Summer and Fall sessions are being considered and all changes will be properly documented.

Paul Edwards, Chief Business Officer, provided an update on finance processes, including the creating of new codes to track COVID-19 related expenses. Procurement has been expedited and housing rebates will be completed over the next two weeks. We are actively working on finalizing the draft budget for FY21. There continues to be uncertainty regarding the state budget but as it becomes more stable will work to finalize budget.

Cassandra Standberry, Director of Human Resources, provided an update on Human Resources efforts, including establishment of COVID-19 Leave FAQ's, identification of essential personnel (approximately 150 faculty and adjunct staff), updated and revised RBC's Emergency Telework Agreements and Telework Policy. Employee contact information was updated and staff have participated in DHRM webinars and conference calls. The office is also tracking COVID-19 reported incidents/exposures for employees; staff is very transparent with concerns and contact with individuals outside of College; currently have zero reported cases for RBC employees.

Legal counsel Ramona Taylor reported on her efforts to guide the divisions on risk management and liability. The standard of care focused on student activity and safety. She noted that the actions RBC has taken are consistent with those of sister institutions. Work continues to clear up confusion regarding the use of technology for those whose duties are not conducive to the telework environment. Ms. Taylor is also providing advice related to how to meet the obligations of dual enrollment as well as housing refunds relative to Title IV funding impacts. She noted that the College is also working with the community to be responsive to needs related to the pandemic. Guidance is being provided from the Office of the Attorney General to ensure operating consistency and to protect the Commonwealth.

President Sydow commented that faculty and staff have been highly collaborative, creative; and have worked together extremely well and focused on the mission to support the students.

The President advised that a letter from Student Assembly President Jeremiah Foltz had been shared with the Board, noting the content was uplifting and inspiring. In response to a question regarding current challenges, President Sydow noted the effort to keep communications ongoing, clear and up to date. The crisis management team will continue to work through spring semester and beyond. We will work on registering students for summer and fall and developing the budget for spring, as well as understanding the impact of moving to an online environment.

On behalf of the RBC management team, President Sydow expressed appreciation for the Board's time and attention today, as well as your ongoing support and encouragement. She noted that the Statesman family is strong, and we will prevail.

Faculty representative Tiffany Birdsong and student representative Solomon Asare commented briefly on the faculty and student perspective, noting the effort to maintain as much normalcy as possible.

In her closing remarks, Ms. Johnson expressed gratitude on behalf of the Rector and the Board for the work of the College administration, staff and faculty, particularly as it relates to ensuring the health and safety of our students. The measures taken have been both prudent and productive. Ms. Johnson expressed thanks to the staff for the work done to prepare for this meeting.

There being no further business, the Committee adjourned at 10:11 a.m.

RICHARD BLAND COLLEGE
RESOLUTIONS 1 - 4

**RICHARD BLAND COLLEGE
APPOINTMENT TO A FILL VACANCY IN THE
PROFESSIONAL FACULTY**

A vacancy in the Professional Faculty of Richard Bland College of William & Mary necessitated the need to fill a position.

THEREFORE, BE IT RESOLVED, That upon recommendation of the President, the Board of Visitors approves the appointment of the following individual to fill this position:

Ryan Chisholm, Director of Admissions, effective February 10, 2020:

B.S., Business Administration and Management, Virginia Commonwealth University, 2008

A.S., Science, Richard Bland College, 2006

Richard Bland College of William and Mary:

Enrollment Analyst/Acting Director of Admissions, 2019-2020

Enrollment Analyst, 2017-2019

Special Conditions/Assignment as Interim Director of Institutional Effectiveness, 2015-2017

Enrollment Services Counselor, 2014-2017

American Family Fitness:

Assistant General Manager, 2010-2014

Membership Director, 2009-2010

**RICHARD BLAND COLLEGE
RETIREMENT OF DANNIE L. HUDSON
ASSOCIATE PROFESSOR OF MATHEMATICS**

An alumnus of Richard Bland College, Dannie Hudson joined the faculty in the Fall 1999 semester as an adjunct instructor of Mathematics. He became a full-time Assistant Professor of Mathematics in August, 2010, and was promoted to Associate Professor of Mathematics and granted tenure in August, 2016.

Professor Hudson obtained his Master of Teaching degree in Secondary Education from Virginia Commonwealth University in 1997. He earned his Bachelor of Science degree in Mathematical Sciences from Virginia Commonwealth University also in 1997. He attended Richard Bland College from 1990 through 1993.

Professor Hudson was a mathematics instructor at Sussex Central Middle School, Sussex Central High School, and Colonial Heights High School from 1997 to 2010.

Professor Hudson served on many College committees and sub-committees, including service as Chair of the Academic Standards and Appeals Committee, Co-Chair of Friends of the RBC Library, and a member of the Faculty Affairs Committee and Student Conduct Board. He represented Richard Bland College at civic events and has provided years of public service to local churches, schools and other organizations.

Professor Hudson has continued his professional development by attending professional meetings, conferences and summits.

THEREFORE, BE IT RESOLVED, That the William & Mary Board of Visitors acknowledges the retirement of Professor Dannie L. Hudson on September 1, 2020 and expresses its appreciation to him for the many contributions he has made to Richard Bland College of William & Mary, and approves, with deep gratitude for his 10 years of devoted service to the College, a change in status from Associate Professor of Mathematics to Associate Professor of Mathematics, Emeritus.

THEREFORE, BE IT FURTHER RESOLVED, That this resolution be spread upon the minutes of the Board and a copy of the same be delivered to Professor Dannie L. Hudson with best wishes for continuing and creative work in the years ahead.

**RICHARD BLAND COLLEGE
APPROVAL OF 2020-2021 OPERATING BUDGET PROPOSAL**

The FY21 operating budget for Richard Bland College (RBC) is presented below.

Revenue Budget

Three major sources of revenue support RBC's operations:

1. state general fund appropriations to support the academic mission (*i.e.*, E&G program) and need-based student financial aid,
2. student tuition and mandatory E&G fees to support the academic mission, and
3. student fees for auxiliary programs, including housing, dining, and student activities.

The FY21 budget reflects state general fund support appropriated for RBC based on final actions of the 2020 General Assembly Session. In addition, it includes anticipated tuition and fee revenue based conservatively on 18,989 credit hours for the 2020-2021 academic year.

The auxiliary revenue estimates for FY21 are conservatively based on a 60% occupancy level. Other sources of auxiliary revenue are based on student dining contracts and the comprehensive auxiliary fee paid by students, which is used to support athletics, student recreational services, parking and transportation and other student programs.

In total, projected revenues for FY21 are expected to reach \$18.12 million as reflected in the table below.

Expenditure Budget

A zero-based budgeting approach was employed to derive the expenditure side of the FY21 operating budget. The FY21 budget reflects anticipated personnel and non-personnel costs by major program (*i.e.*, Educational & General, Financial Aid, and Auxiliary Services).

In total, expenditures for FY21 are expected to be \$18.12 million as shown in the table below.

FY21 Richard Bland College Operating Budget Summary

Revenue	FY20 Approved Budget	FY21 Proposed Budget	Change from Prior Year	
			\$ Change	% Change
State General Fund*	9,707,508	9,801,094	93,586	1.0%
Tuition and E&G Fees**	4,817,179	3,502,775	(1,314,404)	-27.3%
Auxiliary Revenue	4,784,115	4,217,198	(566,917)	-11.8%
Other Revenue	350,000	603,150	253,150	72.3%
Total Revenue	19,658,802	18,124,217	(1,534,585)	-7.8%

Operatings Expenditures	FY20 Approved Budget	FY21 Proposed Budget	Change from Prior Year	
			\$ Change	% Change
Personnel				
Instruction	3,696,960	3,662,965	(33,995)	-0.9%
Academic Support	307,603	202,176	(105,427)	-34.3%
Student Services	1,793,555	1,600,445	(193,110)	-10.8%
Institutional Support	4,353,442	3,838,049	(515,393)	-11.8%
Plant Operations	1,036,935	1,097,531	60,596	5.8%
Auxiliary Services	657,820	571,918	(85,902)	-13.1%
Athletics	490,574	486,895	(3,679)	-0.7%
Total, Personnel	12,336,889	11,459,979	(876,910)	-7.1%
Total, Non-Personnel Services	6,015,733	5,358,058	(657,675)	-10.9%
Financial Aid	1,306,180	1,306,180	0	0.0%
Total Expenditures	19,658,802	18,124,217	(1,534,585)	-7.8%

* Includes Financial Aid

**Net of tuition waivers and allowance for doubtful accounts

THEREFORE, BE IT RESOLVED, that upon recommendation of the President, the Board of Visitors of the College of William & Mary in Virginia approves the 2020-21 operating budget for Richard Bland College.

**RICHARD BLAND COLLEGE
APPROVAL OF
FY 2020 - 2021 TUITION AND FEES**

The following Tuition and Fees are recommended by the administration to meet the 2020 – 2021 funding requirements for academic programs, student support services, and auxiliary services. The funding enables the College to continue to advance its mission and the 2020-2025 strategic plan (RBC-25) goals. This represents a pricing strategy that is intended to optimize affordability and educational excellence for students.

The proposed FY 2021 in-state Tuition and Mandatory E&G Fees per credit hour rate of \$200 constitutes no increase to the current FY20 rates and remains one of the lowest in the Commonwealth. To remain competitive and to more appropriately align out of state Tuition and Mandatory E&G Fees with that of in-state Tuition and Mandatory E&G Fees, the out of state Tuition per credit hour rate will be reduced to \$386. Further, to separate the College's online course offerings from the traditional on-campus courses and then to expand upon those offerings, distinct online Tuition and Mandatory E&G Fees categories were established with a proposed per credit hour rate of \$199.

For FY 2021, it is recommended that mandatory Auxiliary Comprehensive fees for in-state and out-of-state students also remain constant with no increase to the current FY20 rates.

For FY 2021, pricing for all residential rooms will remain equal to the current FY20 rates. All residents will be required to purchase a meal plan. The meal plan cost will remain unchanged as well.

A proposed FY 2021 tuition and fee summary sheet is attached.

RBC's goal remains to deliver high quality educational programming, high-value university pathways and innovative education models to students while minimizing student cost.

WHEREAS, the Board of Visitors of William & Mary, on the recommendation of the President, recognizes the unforeseen financial circumstances impacting our students and their families, may require the College to adjust or reconsider non-mandatory fees and charges; and

WHEREAS, maintaining FY 2021 tuition and mandatory fees at current FY 2020 levels will result in no significant increase in these charges for the College's returning or incoming students;

THEREFORE, BE IT RESOLVED, That the President and the Chief Business Officer are granted the authority and the discretion to determine whether non-mandatory fees will be waived or applied for courses, programs, and activities; and

BE IT FURTHER RESOLVED, That upon recommendation of the President, the Board of Visitors approves the FY 2020- 2021 Tuition and Fee Summary as presented for Richard Bland College for the 2020 - 2021 fiscal year.

RICHARD BLAND COLLEGE
FY 2020-2021 TUITION AND FEE SUMMARY

	ACTUAL FY20	PROPOSED FY21	PERCENT CHANGE	DOLLAR CHANGE
IN-STATE ¹				
Per Credit Hour Taken				
Tuition	\$ 193	\$ 193		
E&G Technology Fee	\$ 7	\$ 7		
Total Tuition and E&G Fees	\$ 200	\$ 200	0.00%	\$ -
 Auxiliary Comprehensive Fee	 \$ 70	 \$ 70		
Total In-State Tuition & Mandatory Fees	\$ 270	\$ 270	0.00%	\$ -
 OUT-OF-STATE (domestic) ¹				
Per Credit Hour Taken				
Tuition	\$ 650	\$ 386		
E&G Technology Fee	\$ 7	\$ 7		
Total Tuition and E&G Fees	\$ 657	\$ 393	-40.18%	\$ (264)
 Auxiliary Comprehensive Fee	 \$ 70	 \$ 70		
Total In-State Tuition & Mandatory Fees	\$ 727	\$ 463	-36.31%	\$ (264)
 OUT-OF-STATE (international) ¹				
Per Credit Hour Taken				
Tuition	\$ 650	\$ 650		
E&G Technology Fee	\$ 7	\$ 7		
Total Tuition and E&G Fees	\$ 657	\$ 657	0.00%	\$ -
 Auxiliary Comprehensive Fee	 \$ 70	 \$ 70		
Total In-State Tuition & Mandatory Fees	\$ 727	\$ 727	0.00%	\$ -
 ONLINE ²				
Per Credit Hour Taken				
Tuition	\$ 193	\$ 192		
E&G Technology Fee	\$ 7	\$ 7		
Total Tuition and E&G Fees	\$ 200	\$ 199	-0.50%	\$ (1)
 Total Online Tuition & Mandatory Fees	\$ 200	\$ 199	-0.50%	\$ (1)

OTHER FEES

Application Fee	\$	50	\$	50	0.00%	\$	-
Blended Room Average	\$	7,799	\$	7,799	0.00%	\$	-
Room Change Fee	\$	50	\$	50	0.00%	\$	-
Room Damage Deposit	\$	150	\$	150	0.00%	\$	-
Basic Residential Meal Plan annual ³	\$	2,240	\$	2,240	0.00%	\$	-
Transcript Fee	\$	7	\$	7	0.00%	\$	-
Late Fee	\$	50	\$	50	0.00%	\$	-
Returned Check Fee	\$	50	\$	50	0.00%	\$	-
Parking Ticket (Per Violation)	\$	30	\$	40	33.33%	\$	10
Lab Material Fee (Science)	\$	48	\$	60	25.00%	\$	12
Art Fee	\$	35	\$	35	0.00%	\$	-
Math Fee	\$	75	\$	75	0.00%	\$	-
Distance Education Fee (per credit hr)	\$	25	\$	25	0.00%	\$	-
Capital Outlay Fee (out of state only) ⁴			\$	90	100.00%	\$	90

¹ In state/out of state applies to on campus, in-seat courses.

² Online rate applies to online only courses taken by any student type

³ Mandatory for all residential students, includes dining dollars

⁴ State mandated E&G fee required of OS students to support costs associated with capital projects funded by the Commonwealth

EXECUTIVE COMMITTEE

May 12, 2020

Noon – 1:30 p.m.

John E. Littel, Chair
William H. Payne II, Vice Chair
Sue H. Gerdelman, Secretary

- I. Introductory Remarks – Mr. Littel

- II. Approval of Minutes
 - A. February 5, 2020
 - B. Electronic meeting March 30, 2020
 - C. Electronic meeting April 23, 2020

- III. Closed Session (if necessary)

- IV. Discussion topics

- V. Adjourn

EXECUTIVE COMMITTEE
MINUTES:

FEBRUARY 5, 2020

MARCH 30, 2020 ELECTRONIC MEETING

APRIL 23, 2020 ELECTRONIC MEETING

MINUTES
Richard Bland College Committee
February 5, 2020
Board Room – Blow Memorial Hall

Attendees: Barbara L. Johnson, Chair; J.E. Lincoln Saunders, Vice Chair, Victor K. Branch, Charles E. Poston, Lisa E. Roday; Brian P. Woolfolk and student representative Solomon Asare. Board members present: Rector John E. Littel and Karen Kennedy Schultz. Others present: President Debbie L. Sydow, Provost Maria Dezenberg, J. Tyler Hart, Paul Edwards, Kenneth LaTessa, Eric Kondzielawa, College Counsel Ramona Taylor, Kent B. Erdahl, Carrie S. Nee, Amy S. Sebring, Stacey Sokol, Michael J. Fox, Jeremy Martin, Brian W. Whitson, Joanne Williams, Sandra J. Wilms and other faculty and staff.

Chair Barbara Johnson called the Richard Bland College Committee to order at 2:00 p.m. and briefly welcomed those in attendance, noting that the strategic plan will be the focus of the meeting.

Recognizing that a quorum was present, Ms. Johnson asked for a motion to approve the minutes of the meeting of November 21, 2019. Motion was made by Mr. Branch, seconded by Ms. Roday, and approved by voice vote of the Committee.

President Sydow commented on the development of the strategic plan and budget amendment request with the General Assembly. The President introduced Ken LaTessa to review **Resolution 1**, RBC 2020-2025 Strategic Plan: *Seize Your Potential*.

Chief Information, Strategy and Innovation Officer Ken LaTessa provided an overview of the key elements of the plan, how the values will be measured and outlined plans for the annual assessment. A discussion ensued with members of the Committee.

Director of the Budget Paul Edward provided an update of the FY20 budget, development of the FY21 budget and the requested budget amendments. He commented on the progress of the audit.

Provost Maria Dezenberg discussed enrollment optimization and reviewed the three phases: assessment, Fall 2020 impact and the long-range plan. The Provost noted that Phase II, Fall 2020 impact, focused on four key areas: dual enrollment, central Virginia high schools, brand refreshing, and marketing and digital strategy. The Provost introduced marketing consultant Robin Duncan, who discussed the marketing and digital strategy with the Committee.

Director of Human Resources Cassandra Standberry introduced consultant Jennifer Atkins who reviewed the results of the 2019-2020 peer report and pay study and discussed the results, roles and implementation with the Committee.

President Sydow advised that faculty representative Tiffany Birdsong was attending a conference and had asked her colleague Professor of Biology Tim Rohrbach to assist with the combined faculty and student report on experiential service learning. Spanish Professor Rachel Finney reported on her work in Guatemala with Health Talents International and two students, Amaia Moxon and Jason Kellerhalls, both Promise Scholars, reported on their experience.

Richard Bland College Committee
MINUTES
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Following the discussion with students and faculty, Ms. Johnson asked for a motion to approve **Resolution 1**, RBC 2020-2025 Strategic Plan: *Seize Your Potential*, and **Resolution 18**, Guidelines for Richard Bland College Public Comment Period on Tuition/Fee Increases. Motion was made by Ms. Roday, seconded by Mr. Branch and approved by voice vote of the Committee.

Strategic Initiatives Program Manager Stacey Sokol gave a brief update on the Hybrid Work College Feasibility Study underway with VCU. Team leader David Cullen commented briefly on the scope of work.

W&M Vice President for Finance and Technology Amy Sebring and RBC Chief Development Officer Tyler Hart updated the Committee on the work of the Shared Services Work Group. They reviewed the process, key assumptions and potential services as well as the preliminary cost analyses and other considerations with the Committee.

Ms. Johnson moved that the Richard Bland College Committee convene in closed session to continue consideration of shared services under the following provisions:

- Pursuant to Virginia Code §2.2-3711.A.1 to evaluate the performance of departments of the institution where such evaluation will necessarily involve discussion of the performance of specific individuals; and
- Pursuant to Virginia Code §2.2-3711 A.8. for consultation with legal counsel regarding matters requiring the provision of legal advice.

Motion was seconded by Ms. Roday. The observers were asked to leave the room and the Committee went into closed session at 3:35 p.m.

The Committee reconvened in open session at 3:55 p.m. Ms. Johnson reviewed the topic discussed during the closed session, and 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. Poston and approved by roll call vote of the Committee members conducted by Executive Liaison to the Board Sandra Wilms. (Certification **Resolution** will be appended.)

There being no further business, the Committee adjourned at 3:56 p.m.

MINUTES
Executive Committee Called Meeting
March 30, 2020
Via online Zoom stream

Committee members participating: John E. Littel, Chair; William H. Payne II, Vice Chair; Sue H. Gerdelman, Secretary; James A. Hixon; Lisa E. Roday; Karen Kennedy Schultz and Brian P. Woolfolk.

Other Board members participating: Mari Carmen Aponte, Mirza Baig, Warren W. Buck III, S. Douglas Bunch, Barbara L. Johnson, J.E. Lincoln Saunders, H. Thomas Watkins III; faculty representative Catherine Forestell; student representative Kelsey Vita and staff liaison Joseph Wheelless.

Other participants: President Katherine Rowe, Provost Peggy Agouris, Virginia Ambler, Henry Broadus, Kent Erdahl, Michael Fox, Chon Glover, Samantha Huge, Samuel Jones, Matthew Lambert, Jeremy Martin, Carrie Nee, Amy Sebring, Brian Whitson, Sandra Wilms, and ACE Fellow Rosalyn Hargraves.

Chair John Littel called the electronic meeting to order at 2:00 p.m.

Noting that this electronic meeting is permitted under Virginia Code § 2.2-3708.2 (A)(3), when the Governor has declared a state of emergency in accordance with Virginia Code § 44-147.17, provided that (i) the catastrophic nature of the declared emergency makes it impracticable or unsafe to assemble a quorum in a single location and (ii) the purpose of the meeting is to address the emergency and recognizing that it would be both impracticable and unsafe to assemble a quorum in a single location for this meeting at this time, Mr. Littel stated that the purpose of the meeting was to address the emergency declared by Governor Northam on March 12, 2020.

Following instructions regarding how the electronic meeting would be conducted, Mr. Littel welcomed all members of the Board and the W&M administration.

In his opening remarks, the Rector expressed his appreciation for the work that President Rowe and her leadership team have done in handling this crisis, and stated his impression that William & Mary is doing a first-rate job both in the actions taken and also, importantly, in the manner and frequency in which they have communicated with the community. After a brief review of the agenda for this meeting, the Rector called on President Rowe.

In her opening remarks, President Rowe thanked the dedicated faculty, staff and administrators who are working to sustain W&M's educational mission under very difficult circumstances, with the following four goals front of mind:

- Safeguard the health of students, faculty and staff
- Ensure students complete their classes;
- Maintain the university's research and other operations;
- Support the national effort to slow the spread of COVID-19, to protect our communities, from Williamsburg to DC and beyond.

Rector Littel commented on the impact on Board operations, and noted that the full board meeting scheduled for the third week of April will not be held in-person. Guidance has been requested from the Attorney General and the Governor's office on how to handle regular business meetings under the emergency declaration due to the crisis. The Freedom of Information Act does not permit electronic meetings to handle regular business, but does permit Executive Committee meetings to discuss the pandemic situation. He advised that another virtual session would be held in April at a date to be announced later.

The Rector then called on members of the administration for COVID-19 reports:

Senior Vice President for Finance and Administration Samuel Jones and EMT co-chair Vice President for Student Affairs Virginia Ambler provided background on the actions taken by the EMT to support faculty, staff and students.

Vice President for Finance and Technology Amy Sebring provided a financial update on student rebates, including housing, meal plans and parking, as well as study abroad program reassessments, and federal funds and state level funding implications.

Provost Peggy Agouris provided an update on academic operations, noting the objectives were to ensure continuity, equality and integrity in transitioning to on-line instruction. Temporary modifications to the undergraduate Pass/Fail (P/F) policy have been implemented for the Spring 2020 semester only, with guidance from the schools and with the support of Faculty Assembly leadership.

Vice President for Student Affairs Virginia Ambler reported that staff focused on supporting students as they prepared for the closing of residence halls and the move to an on-line W&M experience for the remainder of the semester. The EMT helped identify and centralize resources for students, including offers of hospitality from members of the wider community, and staff are in contact with individual students, both international and domestic, to understand their needs; tapping into student emergency funds as necessary, to ease the burden for students as they await receipt of their rebates.

Student representative Kelsey Vita noted that the Student Assembly leadership had recently allocated up to \$20,000 for Student Affairs emergency support funds (with another \$15,000 available if needed). Individual donors have contributed nearly \$18,000 to the HEART Fund, the International Student Scholarship Fund and the Studio for Teaching & Learning Innovation Fund. Some students are also giving their room and board rebates to the university.

Faculty representative Cathy Forestell provided an update on faculty efforts to support students and thanked the staff of the Studio for Teaching & Learning Innovation, W&M Libraries and IT department for helping faculty ramp up for on-line instruction.

Executive Committee
MINUTES
Page 3

Staff Liaison Joe Wheeless provided an update on the staff perspective, noting that the Staff and the Professionals and Professional Faculty assemblies planned to host a town hall and are working to identify any staff needs.

Student representative Kelsey Vita reported that the Student Assembly is primarily focused on meeting all student needs to make sure everyone is safe and financially secure. They are in constant communication with the administration.

The Rector thanked Ms. Vita for advocating for all students and asked about the Student Assembly elections. Ms. Vita advised that her term as SA President will expire April 20. Elections take place on-line on April 2 and new officers will be sworn in on April 20.

The Rector expressed his thanks to the staff for the work done to prepare for this meeting, then briefly reviewed the process to be followed for the closed session. He advised that following the end of the closed session members of the Committee would return to open session for adoption of the certification resolution.

Rector called on Secretary of the Board Sue Gerdelman. Ms. Gerdelman moved that the Executive Committee convene in Closed Session to discuss the performance of schools and departments during pandemic response measures where the discussion will necessarily involve evaluation of the performance of specific individuals; for consultation with legal counsel regarding specific contract and compliance matters requiring legal advice; and for discussion of reports or plans related to the safety of persons using governmental buildings or structures during the pandemic response, as provided for in Section 2.2-3711.A.1., 8, and 19., of the Code of Virginia. Motion was seconded by Ms. Roday and approved by roll call vote of the Executive Committee conducted by Secretary to the Board Michael Fox. The Executive Committee went into closed session at 3:08 p.m.

The Executive Committee reconvened in Open Session at 4:20 p.m. Ms. Gerdelman moved adoption of the **Resolution** certifying that the closed session was held in compliance with the Freedom of Information Act. Motion was seconded by Mr. Payne and approved by roll call vote of the Executive Committee conducted by Secretary to the Board Michael Fox. (Certification **Resolution** will be appended.)

There being no further business, the Committee adjourned at 4:21 p.m.

MINUTES
Executive Committee Called Meeting
April 23, 2020
Via online Zoom stream

Committee members participating: John E. Littel, Chair; William H. Payne II, Vice Chair; Sue H. Gerdelman, Secretary; James A. Hixon; Lisa E. Roday; Karen Kennedy Schultz and Brian P. Woolfolk.

Other Board members participating: Mari Carmen Aponte, Mirza Baig, Victor K. Branch, Warren W. Buck III, S. Douglas Bunch, Barbara L. Johnson, Anne Leigh Kerr, Charles E. Poston, J.E. Lincoln Saunders, H. Thomas Watkins III; faculty representative Catherine Forestell; student representative Kelsey Vita and staff liaison Joseph Wheelless.

Other participants: President Katherine Rowe, Provost Peggy Agouris, Virginia Ambler, Henry Broaddus, Kent Erdahl, Michael Fox, Chon Glover, Jeffrey Herrick, Samantha Huge, Samuel Jones, Matthew Lambert, Jeremy Martin, Carrie Nee, Amy Sebring, Jessica Walton, Brian Whitson, Sandra Wilms, and ACE Fellow Rosalyn Hargraves.

Chair John Littel called the electronic meeting to order at 1:00 p.m.

Noting that this electronic meeting is permitted under Virginia Code § 2.2-3708.2 (A)(3), when the Governor has declared a state of emergency in accordance with Virginia Code § 44-147.17, provided that (i) the catastrophic nature of the declared emergency makes it impracticable or unsafe to assemble a quorum in a single location and (ii) the purpose of the meeting is to address the emergency and recognizing that it would be both impracticable and unsafe to assemble a quorum in a single location for this meeting at this time, Mr. Littel stated that the purpose of the meeting was to address the emergency declared by Governor Northam on March 12, 2020.

Following instructions regarding how the electronic meeting would be conducted, Mr. Littel welcomed all members of the Board, the W&M administration, and members of the public participating through the YouTube portal. He noted that this is the second opportunity for the Executive Committee to meet and hear updates on the university's response to the pandemic. I appreciate President Rowe and senior staff participating on this call.

In his opening remarks, the Rector advised that at the reconvened session yesterday, the General Assembly approved the Governor's recommendation to give state governing boards the authority to conduct business electronically beyond pandemic related issues – therefore, the full Board will meet electronically on May 12 at 1:00 p.m. to adopt the budget and consider appointments as well as other action items.

After a brief review of the agenda for this meeting, the Rector called on President Rowe.

In her opening remarks, President Rowe expressed thanks to the College community and the leadership team for working to sustain W&M's educational mission under very difficult circumstances. Although uncertainty remains high, we are planning ahead for the fall assuming it

will be safe to be on campus. Steps have been taken to implement cost-saving measures across campus. When the General Assembly reconvened to finalize legislation passed this year, including the state budget, all new expenditures have been unallocated. We continue to work to flatten the curve of the financial impact of the pandemic on W&M, our faculty, students and families, staff and region.

The Rector then called on members of the administration for COVID-19 updates:

As chair of the Emergency Management Team, Senior Vice President for Finance and Administration Samuel Jones provided a status report on the work of the EMT to support faculty, staff and students and continuing to assess the situation.

Vice President for Finance and Technology Amy Sebring provided an update on the financial impact, noting actions already taken to only spend essential dollars. She noted there have been no layoffs or furloughs of university employees but contract works for Sodexo have been impacted. Ms. Sebring discussed with the Committee the FY21 budget planning process.

President Rowe discussed the launch of a cross-university planning process to build scenarios for in-person learning on campus in Fall 2020 and beyond. Five coordinated teams will focus on short-term solutions for mission-critical areas of the university: curricular flexibility, operational resilience, how we might de-densify campus spaces, how we might expand career pathways for graduating seniors and recent alumni. And, finally, how W&M might take the lead in issuing broad calls to service at this critical time, in order to strengthen our communities near and far.

The President commented on the financial impact on students and families and proposed that the November tuition action be revisited at the May meeting. The Rector noted that the Board and the administration concurred that tuition and fees should remain flat for the upcoming year.

Provost Peggy Agouris commented on academic operations including making temporary policy adjustments to give faculty greater flexibility due to potential disruption from COVID-19; and strategically analyzing “Mission Critical” expenditures and revenue sources to define a financial path forward in light of the economic challenges ahead. She discussed with the Committee the FY21 Mission Critical Budget process to take a deeper look at our programs and resources across the institution to determine what is mission-critical and what resources can be conserved during the economic downturn ahead. This process is intended to have significant faculty and staff input to ensure engagement and transparency as we collectively plan for our future.

Vice President for Student Affairs Virginia Ambler provided an update on supporting students as they prepared for the closing of residence halls. Staff are following health and safety guidelines for the final move out from the dorms and preparing the residence halls for the fall.

Faculty representative Cathy Forestell provided an update on the work of the Faculty Assembly on course evaluations and the extension of the tenure clock, including the development of a procedure for faculty to petition for an extension.

Staff Liaison Joe Wheelless advised that both the Staff and Professional Faculty assemblies are in transition for officers and thanked the President for including staff leadership in deliberations and communication.

Student representative Kelsey Vita reported that the Student Assembly continues to be grateful for the administration's ability to listen and include student feedback, and expressed the hope that the spirit of partnership will continue with the new SA administration – President Anthony Joseph, Vice President Kyle Vasquez and Chief of Staff Maloni Wright.

SA President Anthony Joseph stated that his administration looks forward to meeting with the Board and balancing student concerns with the university's position. He thanked the Board for welcoming him as the student representative and looked forward to serving.

The Rector briefly reviewed the process to be followed for the closed session. He advised that following the end of the closed session members of the Committee would return to open session for adoption of the certification resolution. Prior to the meeting on May 12, he asked that committee chairs communicate with staff leads to facilitate the discussion and action items that will be considered.

Secretary of the Board Sue Gerdelman moved that the Executive Committee convene in Closed Session for discussion of the performance of schools and departments during the prolonged pandemic response where the discussion will necessarily involve evaluation of the performance of specific individuals, including the President and other executives; and for consultation with legal counsel regarding specific contract and compliance matters requiring legal advice, as provided for in Section 2.2-3711.A.1., and 8, of the Code of Virginia. Motion was seconded by Ms. Roday and approved by roll call vote of the Executive Committee conducted by Secretary to the Board Michael Fox. The Executive Committee went into closed session at 2:12 p.m.

The Executive Committee reconvened in Open Session at 2:53 p.m. Ms. Gerdelman 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. Roday and approved by roll call vote of the Executive Committee conducted by Secretary to the Board Michael Fox. (Certification **Resolution** will be appended.)

Mr. Watkins noted the death last week of a member of the Athletics staff, Bob Solderitch, Assistant Director of Development and member of the class of 1986, and expressed condolences to Samantha Huge. Mr. Watkin advised Coach Solderitch spent 30 years with William & Mary's football program as a player, coach and administrator.

The Rector expressed his thanks to the staff for the work done to prepare for this meeting. There being no further business, the Committee adjourned at 2:55 p.m.

FULL BOARD MEETING
1:00 – 4:00 p.m.

- I. Welcome and call to order Rector John E. Littel
- II. Opening Remarks Mr. Littel
President Katherine A. Rowe
President Debbie L. Sydow
- III. Approval of Minutes – February 5-7, 2020 Mr. Littel
- IV. Audit, Risk and Compliance
 - A. Opening remarks Brian P. Woolfolk
 - B. Report from the Auditor of Public Accounts Eric Sandridge
 - C. **Resolution 5:** Revision of the Office of Internal Audit Charter
- V. Richard Bland College
 - A. Opening remarks Barbara L. Johnson
 - B. **Resolution 1:** Appointment to Fill Vacancy in the Professional Faculty
 - C. **Resolution 2:** Retirement of Dannie Hudson, Associate Professor of Mathematics
 - D. **Resolution 3:** Approval of 2020-2021 Operating Budget Proposal
 - E. **Resolution 4:** Approval of 2020-2021 Tuition & Fees
- VI. Administration, Buildings and Grounds
 - A. Opening remarks William H. Payne II
 - B. **Resolution 6:** Virginia Institute of Marine Science Resolution to Approve Easement for VIMS Oyster Hatchery Underground Facilities: Verizon South Inc.
 - C. **Resolution 7:** Virginia Institute of Marine Science Resolution to Approve Easement for VIMS Oyster Hatchery Underground Facilities: Virginia Electric and Power Company
 - D. **Resolution 8:** William & Mary Resolution to Approve Electrical Easement Serving Jamestown Road
 - E. **Resolution 9:** Resolution to Update Retirement Plans 403b and 457f
- VII. Financial Affairs
 - A. Opening remarks James A. Hixon
Amy Sebring
 - B. **Resolution 10:** FY21 Tuition and Fee Structure for Full- and Part-Time Students
 - C. **Resolution 11:** William & Mary FY21 Operating Budget Proposal
 - D. **Resolution 12:** Virginia Institute of Marine Science FY 2020-21 Operating Budget Proposal
 - E. Investments Subcommittee Mirza Baig

VIII. Academic Affairs

- A. Opening remarks S. Douglas Bunch
Peggy Agouris
- B. **Resolution 13:** Executive Appointments
- C. **Resolution 14:** Appointments to Fill Vacancies in the Instructional Faculty
- D. **Resolution 15:** Designated Professorships
- E. **Resolution 16:** Faculty Promotions
- F. **Resolution 17:** Award of Academic Tenure
- G. **Resolution 18:** Retirement of John F. Boschen, Mason School of
Business
- H. **Resolution 19:** Retirement of Christy L. Burns, Department of English
and Gender, Sexuality, and Women's Studies Program
- I. **Resolution 20:** Retirement of Katherine M. Kulick, Department of
Modern Languages and Literatures
- J. **Resolution 21:** Retirement of Eugene Allen Roche, School of
Education
- K. **Resolution 22:** Retirement of Robert J. Scholnick, Department of
English and American Studies Program

IX. Student Experience

- A. Opening remarks Lisa E. Roday

X. Institutional Advancement

- A. Opening remarks Sue H. Gerdelman

XI. Organizational Sustainability and Innovation Ad Hoc Committee

- A. Opening remarks H. Thomas Watkins III and Mirza Baig
- B. Admissions update Henry Broaddus

XII. Reports:

- A. Faculty Assembly Cathy Forestell
- B. Student Assembly Kelsey Vita
- C. PPFA & Staff Assembly Joe Wheeless

XIII. Highland Commission Mr. Buck

XIV. Old Business Mr. Littel

- A. 2020 Retreat update

- | | |
|--|-----------------------|
| XV. New Business | Mr. Littel |
| A. Report of Nominating Committee | Mr. Branch |
| B. Resolution 23: Resolution to Approve Naming
the Student Recreation Center | Mr. Payne & Ms. Roday |
| C. Commending Resolution – Kate Conley | Mr. Bunch |
| D. Commending Resolution – Dave Douglas | Mr. Poston |
| E. Commending Resolution – Skip Niles | Ms. Schultz |
| F. Commending Resolution – Sam Jones | President Rowe |
| XVI. Closed Session | Mr. Littel |
| XVII. Open Session | Mr. Littel |
| XVIII. Closing remarks | Mr. Littel |
| XIX. Adjournment | |

**FULL BOARD MEETING
MINUTES – FEBRUARY 5-7, 2020**

MINUTES
Meeting of the Board of Visitors
William & Mary

February 5-7, 2020

The William & Mary Board of Visitors met on the campus in Williamsburg on Wednesday, Thursday and Friday, February 5-7, 2020.

On Wednesday, February 5, the Richard Bland College Committee met in the Board Room from 2:00 to 3:55 p.m. The Executive Committee met from 4:00 to 6:15 p.m. in the Board Conference Room. That evening the full Board convened in the Reves Room of the Reves Center for International Studies from 6:30 to 9:30 p.m.

Those present on Wednesday evening were:

Mari Carmen Aponte
Mirza Baig
Victor K. Branch
S. Douglas Bunch
Sue H. Gerdelman
James A. Hixon
Barbara L. Johnson
John E. Littel

William H. Payne II
Charles E. Poston
Lisa E. Roday
Karen Kennedy Schultz
H. Thomas Watkins III
Brian P. Woolfolk

Absent: Warren W. Buck III
Anne Leigh Kerr
J.E. Lincoln Saunders

Also present was William & Mary President Katherine Rowe.

On Thursday morning, February 6, the Committee on Academic Affairs met from 8:22 to 9:40 a.m. in Blow Hall Room 201. In the Board Room, the Committee on Audit, Risk and Compliance met from 8:15 to 9:30 a.m. and the Committee on Administration, Buildings and Grounds met from 9:45 to 10:20 a.m.

Those present on Thursday were:

Mari Carmen Aponte
Mirza Baig
Victor K. Branch
S. Douglas Bunch
Sue H. Gerdelman
James A. Hixon
Barbara L. Johnson
John E. Littel
William H. Payne II

Charles E. Poston
Lisa E. Roday
J.E. Lincoln Saunders
Karen Kennedy Schultz
H. Thomas Watkins III
Brian P. Woolfolk
Faculty Representatives: Catherine Forestell
Student Representatives: Kelsey Vita

Absent: Warren W. Buck III
Anne Leigh Kerr

Others present were:

Katherine A. Rowe
Peggy Agouris
Virginia M. Ambler
Henry R. Broaddus
Samantha K. Huge
Amy S. Sebring

Kent B. Erdahl
Michael J. Fox
W. Fanchon Glover
Jeremy P. Martin
Brian W. Whitson
Sandra J. Wilms

Also in attendance were W&M Staff Liaison Joseph Wheelless, Dean Kate Conley and other W&M faculty and staff.

At 10:25 a.m. the Rector convened the Board as a committee of the whole for the ad hoc Committee on Organizational Sustainability and Innovation. Mr. Watkins presided as chair and briefly outlined the agenda. Following opening remarks, Mr. Watkins called on Provost Peggy Agouris to provide an update on the strategic planning process. Following discussion, Jeremy Martin introduced the three subcommittee co-chairs, who outlined the work of their respective subcommittee.

Steve Hanson and Cathy Forestell reviewed the work of the Teaching and Learning subcommittee. Carl Friedrichs and Amy Sebring reviewed the work of the Research and Innovation subcommittee. Ginger Ambler and Suzanne Raitt reviewed the work of the Flourishing and Engagement subcommittee. Discussion ensued, then Provost Agouris outlined the next steps in the process.

Vice President for Strategic Initiatives and Public Affairs Henry Broaddus and Associate Provost for Enrollment and Dean of Admission Tim Wolfe provided an update on enrollment growth, including changes and challenges as well as near-term enrollment growth strategies. Discussion ensued.

There being no further business, the Board recessed at 12:10 p.m. for lunch, then moved to the Sadler Center.

The Board of Visitors' Committee on the Student Experience met jointly with the William & Mary Foundation Athletics Sub-Committee from 1:15 to 2:30 p.m. in Chesapeake Room.C.

Board members then moved to Chesapeake Rooms A and B for the annual joint meeting with the William & Mary Foundation Board of Trustees, the Alumni Association Board of Directors and the Annual Giving Board of Directors.

Board of Visitors members in attendance: Mari Carmen Aponte, Doug Bunch, Jim Hixon, Barbara Johnson, John Littel, Will Payne II, Charles Poston, Lisa Roday, Karen Schultz, Tom Watkins III, Brian Woolfolk, student representative Kelsey Vita, staff liaison Joe Wheelless

Foundation trustees in attendance: Janet Atwater, Louis Dudley, Terri Dungan, Maryellen Feeley, Cliff Fleet, Michael Foradas, Jody Forsyth, Melissa Friedery, Shelley Goode, Andrew Horrocks, David Kelley, Jill Lord, Jennifer Mackesy, Audra Mallow, Howard McFadden, Penelope Meredith, Kevin O'Neill, Pamela Penny, Michael Powell, Michael Sapnar, David Stone, Chet Thaker, Christine Villa, Raelene Wagoner, Brooke Weinmann

Annual Giving Board members in attendance: Graham Albert, Christine Anderson, Don Beck, Ashley Glacel, Glenne Harding, Jillian Honig, Amanda Lutick, Davey McKissick, Johnny Mickens, Lois E. Peterson, Ally Phillips, Sherry Phillips, Lauren Schmidt, Mark Shriver, David Weaving, Christina Wilds

William & Mary Alumni Association members in attendance: Bruce Christian, George Cruser, AnnaMaria Desalva, Megan Dorward, Jewell Esposito, Carol Evans, Anna Hatfield, Jeb Jeutter, Chase Jordan, Scott Kelsey, Tina Kenny, Sue Manix, Barbara Marchbank, Pam Michael, Carla Moreland, Janet Osborn, Fred Palmore, Kirsten Quackenbush, John Cole Scott, Jordan Strong

Staff in attendance: President Katherine Rowe, Provost Peggy Agouris, Ginger Ambler, Suzie Armstrong, Mark Begly, Henry Broaddus, Kate Conley, Elizabeth Debusk Maslanka, Marie Dunlap, Kent Erdahl, Michael Fox, Dan Frezza, Chon Glover, Heather Golden, Jim Golden, Earl Granger, Steve Hanson, Roz Hargraves, Anthony Henderson, Brian Hiestand, Samantha Huge, Sam Jones, John Kane, Kirsten Kellogg, Matthew Lambert, Julie Leach, Carrie Letourneau, Jeremy Martin, Pamela Mason, Marilyn Midyette, Carrie Nee, Amy Sebring, Ann Marie Stock, Mitch Vander Vorst, Tom Ward, John Wells, Brian Whitson, Sandy Wilms, Tim Wolfe

At 3:00 p.m., Rector John Littel called the joint meeting to order, welcomed the group, and recognized Michael Powell, chair of the William & Mary Foundation, Carla Moreland, president of the Alumni Association, Ashley Glacel, chair of the Annual Giving Board, and Sue Gerdelman, Chair of the *For the Bold* Campaign.

The Rector asked for a moment of silence in honor of those who had passed away since the last meeting: John Gerdelman, Cliff Schroeder, Bee McLeod and others.

The Rector noted that this joint session is the ninth to take place and recognized the vision of the respective leaders who started it -- former Rector Jeff Trammell, Foundation chair Sue Gerdelman, and Alumni Association president Janet Atwater. He provided an overview of the meeting agenda, then introduced Vice President for Advancement Matthew Lambert.

Vice President Lambert provided a comprehensive update on the *For the Bold* campaign's three goals: alumni engagement, undergraduate alumni participation, and raising \$1 billion. Mr. Lambert explained Advancement's efforts to meet these goals, including One Tribe One Day and Tribefunding.

Mr. Lambert introduced Elizabeth Scarborough Johnson who outlined the final plans for the positioning study and brand platform work and led discussion with the group.

Following a short break, President Katherine Rowe led an exercise with the group on how to think differently about adult learning at William & Mary.

Following closing remarks by the Rector, and there being no further business, the joint meeting adjourned at 5:35 p.m.

On Friday, February 7, the Investments Subcommittee met from 7:45 to 8:40 a.m. in the Board Conference Room. The Committee on Financial Affairs met from 8:45 to 9:20 a.m. in the Board Room.

Following a short break, the Rector convened the full Board at 9:30 a.m.

Those present on Friday were:

Mari Carmen Aponte
Mirza Baig
Victor K. Branch
Warren W. Buck III (via telephone)
S. Douglas Bunch
Sue H. Gerdelman
Barbara L. Johnson
James A. Hixon
Anne Leigh Kerr
John E. Littel

William H. Payne II
Charles E. Poston
Lisa E. Roday
J.E. Lincoln Saunders
Karen Kennedy Schultz
H. Thomas Watkins III
Brian P. Woolfolk
Faculty Representative: Catherine Forestell
Student Representative: Kelsey Vita

Others present were:

Katherine A. Rowe
Debbie L. Sydow
Peggy Agouris
Virginia M. Ambler
Henry R. Broaddus
Samantha K. Huge
Samuel E. Jones

Amy S. Sebring
Kent B. Erdahl
Michael J. Fox
W. Fanchon Glover
Jeremy P. Martin
Brian W. Whitson
Sandra J. Wilms

Also in attendance were Staff Liaison Joseph Wheelless, University Counsel Carrie Nee, Dean Kate Conley, Dean Davison Douglas, Dean Spencer Niles, Dean Lawrence Pulley, Dean John Wells, Vice Provost Ann Marie Stock, ACE Fellow Rosalyn Hargraves, and other William & Mary faculty, students and staff.

Rector John E. Littel asked for a moment of silence in honor of former members of the Board John Gerdelman and Cliff Schroeder who passed away in January.

The Rector advised that Warren Buck was in Washington state and unable to attend this meeting. He requested to participate by phone. The Board *Bylaws* set forth the procedure to be followed if a member would like to fully participate in the meeting but cannot be present. Therefore, noting compliance with the *Bylaws*, the Rector moved that the Board of Visitors approve the remote participation of Warren Buck by telephone. Motion was seconded by Ms. Roday and approved by voice vote. The Rector welcomed Mr. Buck to the meeting.

Recognizing that a quorum was present, the Rector asked for a motion to adopt the minutes of the meeting of November 20-22, 2019. Motion was made by Mr. Hixon, seconded by Ms. Johnson and approved by voice vote.

In his opening remarks, the Rector congratulated President Rowe on her one-year anniversary, thanked the administrative team for organizing a productive joint meeting, thanked the Board members for their participation during the meetings, thanked the members of the administration for their efforts, and encouraged Board members to attend the Charter Day ceremony and weekend activities.

In her opening remarks, President Katherine A. Rowe also encouraged Board members to attend the special weekend events, and commented on the productive conversations held over the last two days with William & Mary's senior leadership boards as well as the Board of Visitors. The President thanked the Rector and the Board for their support and provided a brief review of the last year. She discussed the long-term goals for the strategic planning process underway and noted that ensuring financial sustainability is a real challenge.

The Rector reminded the Board that only one closed session would be held at the end of the meeting and reviewed the process to be followed for action items. Committee chair reports for closed session should be held until the end. If a committee had already reviewed and voted on resolutions, it was only necessary for the chair to recommend the resolution to the full Board for adoption. A second was not necessary unless the resolution had not been considered by a committee. Hearing no questions, the Rector asked for the reports of the standing committees.

Ms. Johnson reported for the **Richard Bland College Committee** and briefly reviewed the agenda.

President Debbie Sydow noted the progress by students, faculty and key consultants on several fronts, thanked Amy Sebring for her help with the budget amendments and thanked the Rector and RBC Committee chair for their visits to campus. The President advised that the RBC strategic plan was ready for approval, announced that Board member Victor Branch will be the keynote speaker at Commencement and that RBC's first Founder's Day was scheduled for April 14-18; she invited Board members to attend.

On behalf of the Committee, Ms. Johnson recommended adoption of **Resolution 1**, 2020-2025 Strategic Plan: SEIZE YOUR POTENTIAL; and **Resolution 18**, Guidelines for Richard Bland College Public Comment Period on Tuition/Fee Increases. The Rector called the vote. **Resolution 1** and **Resolution 18** were approved by voice vote.

Mr. Woolfolk reported for the **Committee on Audit, Risk and Compliance** and briefly reviewed the agenda. There were no action items.

Chair of the **Committee on Institutional Advancement** Sue Gerdelman thanked everyone for participating in the annual joint meeting, noting the importance of the meeting for the leadership boards.

Ms. Roday reported that the **Committee on the Student Experience** had met jointly with the W&M Foundation Athletics Sub-Committee and heard from Director of Athletics Samantha Huge and members of the Athletics staff with an update on athletics strategic planning and fundraising. There were no action items.

Mr. Payne reported for the **Committee on Administration, Buildings and Grounds** and briefly reviewed the agenda.

On behalf of the Committee, Mr. Payne recommended adoption of **Resolution 16**, Resolution to Approve Demolition of Hughes Hall, Munford Hall, and the Galt Houses. The Rector called the vote. **Resolution 16** was approved by voice vote.

Mr. Hixon reported for the **Committee on Financial Affairs** and briefly reviewed the agenda.

On behalf of the Committee, Mr. Hixon recommended adoption of **Resolution 17**, Revision to Policy and Procedures for the Use of the Quasi-Endowment for the Muscarelle Museum of Art. The Rector called the vote. **Resolution 17** was approved by voice vote.

Mr. Baig reported for the **Investments Subcommittee** and briefly reviewed the agenda. There were no action items. The Rector thanked Mr. Baig for following up with the students regarding the resolution on fossil fuels and Mr. Baig thanked Student Assembly Chief of Staff Abhi Chadha for attending the subcommittee meeting.

Mr. Bunch reported for the **Committee on Academic Affairs** and briefly reviewed the agenda. Noting there were 14 action items, on behalf of the Committee, Mr. Bunch recommended adoption as a block of:

- **Resolution 2**, Appointments to Fill Vacancies in the Instructional Faculty
- **Resolution 3**, Designated Professorships
- **Resolution 4**, Faculty Promotions
- **Resolution 5**, Award of Academic Tenure
- **Resolution 6**, Retirement of Bruce A. Bracken, School of Education
- **Resolution 7**, Retirement of Carl E. Carlson, Department of Physics
- **Resolution 8**, Retirement of Michael F. DiPaola, School of Education
- **Resolution 9**, Retirement of Susan V. Donaldson, Department of English and American Studies Program
- **Resolution 10**, Retirement of Carl H. Hershner Jr., School of Marine Science
- **Resolution 11**, Retirement of Kenneth W. Kambis, Department of Kinesiology and Health Sciences
- **Resolution 12**, Retirement of Mary Ann Melfi, Department of English
- **Resolution 13**, Retirement of David H. Murray, Mason School of Business
- **Resolution 14**, Retirement of Gul Ozyegin, Department of Sociology and Gender, Sexuality and Women's Studies
- **Resolution 15**, Retirement of Ronald H. Rosenberg, William & Mary Law School

Mr. Bunch read the following statement regarding **Resolution 5**, Award of Tenure, and asked that it be appended to the minutes:

The Board finds that it is in the best interests of the institution for the dual employment of Peggy Agouris, as Provost, and her husband, Anthony Stefanidis, as a tenured faculty member to exist. Consistent with the provisions of Va. Code §2.2-3106.C.2., the Board directs President Rowe to ensure that neither spouse shall have sole authority to supervise, evaluate or make personnel decisions regarding the other.

The Rector called the vote. **Resolutions 2 through 15** and the statement regarding **Resolution 5** were approved by voice vote.

Mr. Watkins reported for the Ad Hoc Committee on Organizational Sustainability and reviewed the agenda and discussion. There were no action items.

Staff Liaison Joe Wheeless gave a report on the Professionals and Professional Faculty Assembly and the Staff Assembly.

Faculty representative to the Board Professor Cathy Forestell reported on the work of the Faculty Assembly.

Student representative to the Board Kelsey Vita reported on the activities of the Student Assembly.

Following discussion Warren Buck reported as the Board representative on the work of the President's Highland Commission.

Under Old Business, the Rector advised that polling for the 2020 summer retreat dates had not yet identified two dates that would permit all members to attend. Staff will continue to work on this, focusing on early August.

Under New Business, the Rector moved that the Board of Visitors confer the following honorary degrees on the individuals noted at Charter Day 2020:

- Christy Shevelle Coleman - **Doctor of Humane Letters**
- Susan Aheron Magill - **Doctor of Public Service**
- Thomas Alfred Shannon, Jr. - **Doctor of Public Service**

Motion was seconded by Mr. Buck and approved by voice vote.

The Rector announced that Tuition and Fee Public Hearings would be held as follows, and asked members to let staff know if they plan to attend:

- Richard Bland public hearing will take place on Monday, March 23, at 4:00 p.m. in the SSHE Building, Room 107
- W&M public hearing will take place on Tuesday, March 24, at 3:00 p.m. in Chesapeake Room B in the Sadler Center

The Rector announced the appointment of the Nominating Committee

Victor Branch, chair
Charles Poston
Karen Schultz

The Nominating Committee will report at the April meeting.

Mr. Littel called on Secretary of the Board Sue Gerdelman. Ms. Gerdelman moved that the Board of Visitors convene in Closed Session for the following reasons:

- Pursuant to Virginia Code §2.2-3711.A.1 to discuss
 - personnel matters pertaining to the performance and evaluations of specific employees;
 - the evaluation of the performance of departments or schools;
 - the evaluation of departments exercising restructured authority where such discussion will necessarily involve identifiable university employees; and
- Pursuant to Virginia Code §2.2-3711.A.2. to discuss matters involving identifiable students; and
- Pursuant to Virginia Code §2.2-3711.A.7., for consultation with legal counsel and briefings by staff members pertaining to actual or probable litigation, and A.8., for consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice

Motion was seconded by Ms. Roday. Observers were asked to leave the room and the Board went into closed session at 11:00 a.m.

The Board reconvened in open session at 11:40 a.m. Mr. Littel reviewed the topics discussed during closed session for the benefit of the observers, and 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 Mr. Watkins and approved by roll call vote conducted by the Secretary of the Board Ms. Gerdelman. (Certification **Resolution** will be appended.)

There being no further business, the Board adjourned at 11:45 a.m.

**WILLIAM & MARY
RESOLUTIONS 5 - 27**

REVISION OF THE OFFICE OF INTERNAL AUDIT CHARTER

The Office of Internal Audit Charter was last revised at the April 2015 meeting of the Board of Visitors. It is appropriate to review such documents periodically.

The revised Office of Internal Audit Charter (attached) has been reviewed by the Chair of the Audit, Risk and Compliance Committee.

BE IT RESOLVED, That the Office of Internal Audit Charter is approved by the Board of Visitors as revised.

**William & Mary
Richard Bland College
Office of Internal Audit Charter**

AUTHORITY:

The Board of Visitors has been authorized by the Commonwealth of Virginia to govern William & Mary and Richard Bland College. The Board of Visitors has appointed the Committee on Audit, Risk and Compliance with oversight responsibility of the Office of Internal Audit (Internal Audit). The Director of Internal Audit shall report directly to the Committee on Audit, Risk and Compliance.

PURPOSE AND MISSION:

Internal audit is an independent and objective assurance and consulting activity that is guided by a philosophy of adding value to improve the operations of William & Mary and Richard Bland College ("the Colleges"). The mission of internal audit is to enhance and protect organizational value by providing risk-based and objective assurance, advice, and insight. Internal audit assists the Colleges in accomplishing their objectives by bringing a systematic and disciplined approach to evaluate and improve the effectiveness of the Colleges' governance, risk management, and internal controls. Internal audit shall consider and make recommendations on policy matters pertaining to campus safety and security and risk management.

AUDITING STANDARDS:

Internal audit will govern itself by adherence to The Institute of Internal Auditors' mandatory guidance including the International Professional Practices Framework, the Definition of Internal Auditing, the Code of Ethics, and the *International Standards for the Professional Practice of Internal Auditing*.

UNRESTRICTED ACCESS:

Internal audit, with accountability for confidentiality and safeguarding records and information, is authorized full, free, and unrestricted access to any and all of the Colleges' records, physical properties, and personnel pertinent to carrying out any engagement. Internal audit will also have free and unrestricted access to the Board of Visitors through the Committee on Audit, Risk and Compliance.

ORGANIZATIONAL STRUCTURE:

The Internal Audit Director will report directly to the Committee on Audit, Risk and Compliance.

The Committee on Audit, Risk and Compliance will:

- Review the internal audit charter and recommend to the full Board of Visitors for approval.
- Approve the risk-based internal audit plan and resources needed to achieve the plan.
- Receive communications from the Internal Audit Director on internal audit's performance relative to its plan and other matters.

- Approve decisions regarding the appointment and removal of the Internal Audit Director.
- Annually evaluate the Internal Audit Director.

The Internal Audit Director will communicate and interact directly with the Committee on Audit, Risk and Compliance, including in executive sessions and between scheduled meetings, as appropriate.

INDEPENDENCE AND OBJECTIVITY:

The internal audit activity will remain free from interference regarding matters of audit selection, scope, procedures, frequency, timing, or report content in order to foster an independent and objective mental attitude.

- Internal auditors will have no direct operational responsibility or authority over any of the activities audited. Accordingly, they will not implement internal controls, develop procedures, install systems, prepare records, or engage in any other activity that may impair their judgment as internal auditors.
- Internal auditors will exhibit the highest level of professional objectivity in gathering, evaluating, and communicating information about the activity or process being examined.
- Internal auditors will make a balanced assessment of all the relevant circumstances and not be influenced by their own interests or by others in forming judgments.

The Director of Internal Audit will confirm to the Committee on Audit, Risk and Compliance, at least annually, the organizational independence of the internal audit activity.

INTERNAL AUDIT RESPONSIBILITY:

The scope of internal auditing encompasses, but is not limited to, the examination and evaluation of the adequacy and effectiveness of the College's governance, risk management, and internal controls as well as the quality of performance in carrying out assigned responsibilities to achieve stated goals and objectives. This includes:

- Evaluating risk exposure relating to achievement of strategic objectives.
- Evaluating the reliability and integrity of information and the means used to identify, measure, classify, and report such information.
- Evaluating the systems established to ensure compliance with those policies, plans, procedures, laws, and regulations which could have a significant impact on the Colleges.
- Evaluating the means of safeguarding assets and, as appropriate, verifying the existence of such assets.
- Evaluating the effectiveness and efficiency with which College resources are employed.
- Evaluating operations or programs to ascertain whether results are consistent with established objectives and goals and whether the operations or programs are being carried out as planned.
- Evaluating governance and risk management processes.
- Coordinating with external agencies, including the Auditor of Public Accounts and the Office of the Inspector General, to promote an efficient combined audit effort.

- Performing consulting and advisory services related to governance, risk management and controls as appropriate.
- Reporting periodically on the internal audit performance relative to its work plan.
- Reporting significant risk exposures and control issues, including fraud risks, governance issues, and other matters needed or requested by the Committee on Audit, Risk and Compliance.
- Evaluating specific operations at the request of the Committee on Audit, Risk and Compliance or management, as appropriate.
- Establishing and maintaining an internal audit quality review program to evaluate the operations of the department. An external assessment will be performed every five years and will be communicated to senior management and to the Committee on Audit, Risk and Compliance Chair.

INTERNAL AUDIT PLAN:

Annually, the Internal Audit Director will submit to the Committee on Audit, Risk and Compliance and senior management an internal audit plan for review and approval. The internal audit plan will represent a work plan for the next calendar year. The Director of Internal Audit will communicate the impact of resource limitations and significant interim changes to the Committee on Audit, Risk and Compliance and senior management, as appropriate. The internal audit plan will be developed based on a prioritization of the audit universe using a risk-based methodology, including input of the Committee on Audit, Risk and Compliance and senior management. The Director of Internal Audit will review and adjust the plan, as necessary, in response to changes in risks, operations, programs, systems, and controls. Any significant deviation from the approved internal audit plan will be communicated to the Committee on Audit, Risk and Compliance through periodic reports.

REPORTING AND MONITORING:

A written report will be prepared and issued by the internal audit department following the conclusion of each formal internal audit engagement and will be distributed as appropriate. Internal audit results will also be communicated to the Committee on Audit, Risk and Compliance. The internal audit report will include management's response and corrective action taken or to be taken in regard to the specific findings and recommendations.

Internal audit will follow-up on audit findings and recommendations. The status of follow-up activity will be regularly reported to the Committee on Audit, Risk and Compliance. The Internal Audit Director will periodically report to the Committee on Audit, Risk and Compliance on internal audit activity, as well as performance relative to the annual plan. Reporting will also include significant risk exposures and control issues, including fraud risks, emerging trends, governance issues, and other matters needed or requested the Committee on Audit, Risk and Compliance or senior management.

**VIRGINIA INSTITUTE OF MARINE SCIENCE
RESOLUTION TO APPROVE
EASEMENT FOR VIMS OYSTER HATCHERY UNDERGROUND FACILITIES:
VERIZON SOUTH INC.**

WHEREAS, the Virginia Institute of Marine Science hereby requests Board of Visitors' approval of the following utility easement for Verizon South Inc; and

WHEREAS, the university and the Commonwealth entered into a 2006 Management Agreement (the "Agreement"), governed by the restructured Higher Education Financial and Administrative Operations Act of 2005, Chapter 10 of the Title 23.1 et seq., of the *Code of Virginia*; and

WHEREAS, the Agreement was renewed in 2009 and 2013; and

WHEREAS, the Agreement authorizes the university's Board of Visitors to approve easements locally; and

WHEREAS, Verizon South Inc. requested an easement of right-of-way, fifteen (15) feet in width, to lay, erect, construct, operate, maintain and repair one or more lines of underground conduits, cables and all equipment, accessories and appurtenances necessary in connection therewith for the purpose of installing and maintaining underground facilities for the VIMS Oyster Hatchery project to be constructed beside the Facilities Management Building and behind the Research Storage Building (under Capital Project 268-18344); and

WHEREAS, the right-of-way will be outside of the limits of the existing easement (right-of-way), thus requiring the new easement (as shown on the attached aerial image); and

WHEREAS, there is no transfer of property involved which would require action by the General Assembly (per Chapter 774, 1995 Acts of Assembly); thus

THEREFORE, BE IT RESOLVED, by the Rector and the Board of Visitors of William & Mary, that approval is given, in accordance with all authorities, policies, and procedures in force and necessary to accomplish same, for the easement named in the resolution; and

BE IT FURTHER RESOLVED, That the Senior Vice President for Finance and Administration, the VIMS Chief Operations Officer, and their respective staffs are authorized to prepare and execute any and all necessary documents pertaining to the approval and recordation of such easements in the name of the Virginia Institute of Marine Science.



**VIRGINIA INSTITUTE OF MARINE SCIENCE
RESOLUTION TO APPROVE
EASEMENT FOR VIMS OYSTER HATCHERY UNDERGROUND FACILITIES:
VIRGINIA ELECTRIC AND POWER COMPANY**

WHEREAS, the Virginia Institute of Marine Science hereby requests Board of Visitors' approval of the following utility easement for Virginia Electric and Power Company, doing business as Dominion Energy Virginia; and

WHEREAS, the university and the Commonwealth entered into a 2006 Management Agreement (the "Agreement"), governed by the restructured Higher Education Financial and Administrative Operations Act of 2005, Chapter 10 of the Title 23.1 et seq., of the *Code of Virginia*; and

WHEREAS, the Agreement was renewed in 2009 and 2013; and

WHEREAS, the Agreement authorizes the university's Board of Visitors to approve easements locally; and

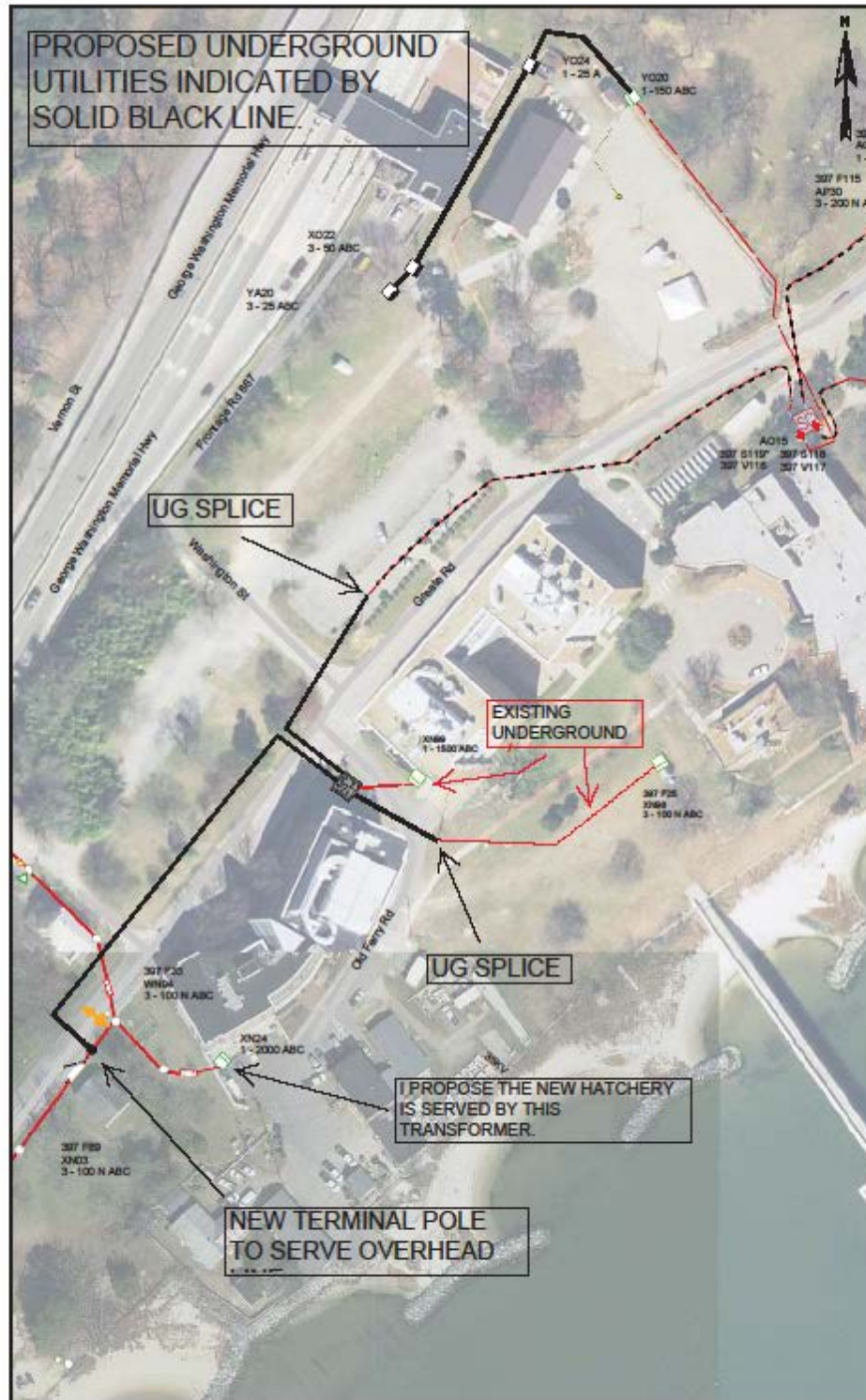
WHEREAS, Virginia Electric and Power Company requested an easement of right-of-way, twelve to fifteen (12 – 15) feet in width, to lay, erect, construct, operate, maintain and repair one or more lines of underground conduits, cables and all equipment, accessories and appurtenances necessary in connection therewith for the purpose of installing and maintaining underground facilities for the VIMS Oyster Hatchery project to be constructed along Greate Road and behind the Research Storage Building (under Capital Project 268-18344); and

WHEREAS, the right-of-way will be outside of the limits of the existing easement (right-of-way), thus requiring the new easement (as shown on the attached aerial image); and

WHEREAS, there is no transfer of property involved which would require action by the General Assembly (per Chapter 774, 1995 Acts of Assembly); thus

THEREFORE, BE IT RESOLVED, by the Rector and the Board of Visitors of William & Mary, that approval is given, in accordance with all authorities, policies, and procedures in force and necessary to accomplish same, for the easement named in the resolution; and

BE IT FURTHER RESOLVED, That the Senior Vice President for Finance and Administration, the VIMS Chief Operations Officer, and their respective staffs are authorized to prepare and execute any and all necessary documents pertaining to the approval and recordation of such easements in the name of the Virginia Institute of Marine Science.



**WILLIAM & MARY
RESOLUTION TO APPROVE
ELECTRICAL EASEMENT SERVING JAMESTOWN ROAD**

WHEREAS, the university requests Board of Visitors' approval of the following utility easement for Virginia Electric and Power Company, doing business as Dominion Energy Virginia; and

WHEREAS, the university and the Commonwealth entered into a 2006 Management Agreement (the "Agreement"), governed by the restructured Higher Education Financial and Administrative Operations Act of 2005, Chapter 10 of the Title 23.1 et seq., of the *Code of Virginia*; and

WHEREAS, the Agreement was renewed in 2009 and 2013; and

WHEREAS, the Agreement authorizes the university's Board of Visitors to approve easements locally; and

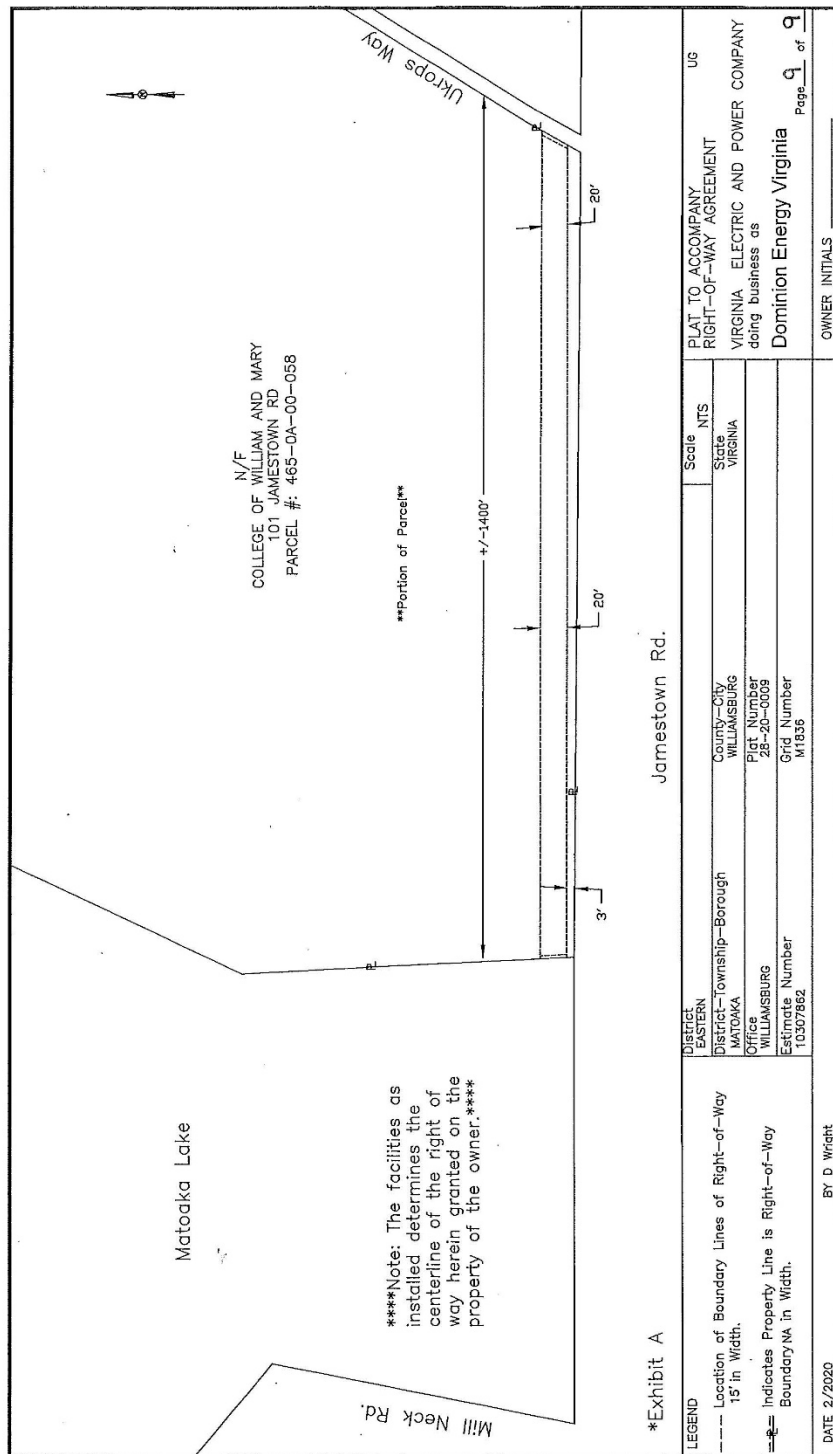
WHEREAS, Virginia Electric and Power Company requested an easement of right-of-way, twenty feet (20') in width, to lay, erect, construct, operate, maintain and repair underground electric facilities and all equipment, accessories and appurtenances necessary in connection therewith, for the purpose of providing underground electric facilities to the university's property adjacent to Miller Hall along Jamestown Road between Ukrops Way and Matoaka Lake

WHEREAS, there is no transfer of property involved which would require action by the General Assembly (per Chapter 774, 1995 Acts of Assembly); thus

THEREFORE BE IT RESOLVED, by the Rector and the Board of Visitors of William & Mary in Virginia, that approval is given, in accordance with all authorities, policies, and procedures in force and necessary to accomplish same, for the easement named in the resolution; and

FURTHER RESOLVED, That the Senior Vice President for Finance and Administration and his/her staff are authorized to prepare and execute any and all necessary documents pertaining to the approval and recordation of such easements in the university's name.

May 12, 2020

Page 2 of 2EXHIBIT A

WILLIAM & MARY
RESOLUTION TO UPDATE RETIREMENT PLANS 403(B) AND 457(F)

WHEREAS, technical, administrative, and plan benefit updates are needed to keep the University's two supplemental retirement plans in compliance due to regulatory changes, and competitive as a result of a review of plan benefits, and

WHEREAS, the University's 403(b) plan needs technical updates required as a result of the Tax Cuts and Jobs Act of 2017; however the governing regulations were not published until September 2019. The changes went into effect on January 1, 2020 and plan summary documents are required to record these changes by June 30, 2020 to remain in compliance, and

WHEREAS, the required 403(b) changes largely cover withdrawals for members experiencing certain hardships, and

WHEREAS, a recent review noted that our current 403(b) plan does not include the provision to allow members an after-tax Roth Contribution opportunity, the proposed amendment includes this provision to give members both a pre-tax and after-tax savings option to achieve their personal financial retirement goals, and

WHEREAS, the University's 457(f) plan draws upon the provisions of the 403(b) plan updates to one plan may necessitate updates to the other, and

WHEREAS, an amendment to the 457(f) plan is needed to clarify the provisions describing the University's contribution to the Plan,

THEREFORE, BE IT RESOLVED, that the Board of Visitors approves the attached amended and restated 403(b) plan; and

BE IT FURTHER RESOLVED, that the Board of Visitors approves the attached amendments to the 457(f) plan.

FIRST AMENDMENT TO THE
COLLEGE OF WILLIAM & MARY AND
THE VIRGINIA INSTITUTE OF MARINE SCIENCE
TAX DEFERRED SAVINGS PROGRAM

The College of William & Mary and the Virginia Institute of Marine Science Tax Deferred Savings Program, as amended and restated effective January 1, 2018, is amended as set forth below. The First Amendment is adopted in order to satisfy the written plan document requirement of Internal Revenue Code section 403(b), to conform to final Treasury regulations regarding hardship distributions, and to permit Roth contributions to the Plan. All amendments are retroactively effective to January 1, 2020, as permitted by Revenue Procedure 2017-18.

1. Plan section 2.10 (definition of “Compensation”) is amended effective January 1, 2020, to restate the definition to read as follows:

All cash compensation for services to the Employer, including salary, wages, fees, commissions, bonuses, and overtime pay, that is includible in the Employee's gross income for the calendar year, plus amounts that would be cash compensation for services to the Employer includible in the Employee's gross income for the calendar year but for a compensation reduction election under Code section 125, 132(f), 401(k), 403(b), or 457(b) (including an election under Article III to make a pre-tax Elective Deferral under the Plan). Compensation shall not exceed the limits under Code section 401(a)(17), increased by the Cost of Living Adjustment thereafter.

2. Plan section 2.13 (definition of “Elective Deferral”) is amended, effective July 1, 2020, to revise the definition to read as follows:

The Employer contributions made to the Plan at the election of the Participant in lieu of receiving cash Compensation. Elective Deferrals may be pre-tax salary reduction contributions or after-tax Roth Contributions.

3. Plan section 2.28 (definition of “Severance from Employment”) is amended, effective January 1, 2020, to revise the definition to read as follows:

For purposes of the Plan, Severance from Employment means termination of employment with the Employer or any Related Employer that is an eligible employer, as defined in Treasury Regulation section 1.403(b)-2(b)(8), for any reason (other than an authorized leave of absence), or in the case of failure to return to employment with the Employer at or before the expiration of an authorized leave of absence, the earlier of the first anniversary

date on which the authorized leave of absence began or the date on which the authorized leave of absence ended without the employee returning to employment with the Employer.

4. Article II (“Definitions”) is amended, effective July 1, 2020, to add the following definition, and to renumber remaining definitions and cross-references accordingly.

Roth Contribution. The designated Roth contribution that is not excludable from the Participant's gross income at the time deferred, and has been irrevocably designated as a Roth Contribution by the Participant in his or her salary reduction agreement pursuant to Code section 402A(c) and under Section 3.2.

5. Plan section 3.2 (“Compensation Reduction Election”) is amended, effective July 1, 2020, to revise the penultimate sentence to read as follows:

Elective Deferrals may be made on a pre-tax basis or as an after-tax Roth Contribution.

6. Plan section 4.7 (“Code Section 415(c) Limitations”) is amended, effective January 1, 2020, to add the following paragraph to the end thereof:

If a Participant receives an allocation under an Annuity Contract and such Participant is in control of any employer that maintains a retirement plan for a Limitation Year, the Annuity Contract will be considered a defined contribution plan maintained by both the controlled employer and the Participant for such Limitation Year. Accordingly, the Annuity Contract will be aggregated with all defined contribution plans maintained by the controlled employer and the limitations of Code Section 415(c) will be applied in the aggregate to all Annual Additions allocated to the Participant in the Annuity Contract and all other defined contribution plans of the controlled employer. For purposes of this paragraph, a Participant is in control of an employer based upon the rules of Code Section 414(b) and 414(c) (each as modified by Code section 415(h)).

May 12, 2020

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7. Plan section 6.5 (“Hardship Withdrawals”) is amended effective January 1, 2020, to read as follows:

(a) Hardship withdrawals shall be permitted under the Plan to the extent permitted by the Individual Agreements controlling the Account assets to be withdrawn to satisfy the hardship. Hardship withdrawals are not available from amounts attributable to Supplemental Employer Contributions. If applicable under an Individual Agreement, through December 31, 2019, no Elective Deferrals shall be allowed under the Plan during the six-month period beginning on the date the Participant receives a distribution on account of hardship. Effective January 1, 2020, Elective Deferral contributions shall continue at the same rate as in effect prior to the date the Participant receives a distribution, unless such Participant affirmatively elects to reduce or discontinue such Elective Deferral contributions. The Vendor shall be responsible for determining whether the hardship withdrawal request satisfies the requirements of the Individual Agreement and applicable law.

(b) The Individual Agreements shall provide for the exchange of information among the Employer and the Vendors to the extent necessary to implement the Individual Agreements, including, in the case of a hardship withdrawal that is automatically deemed to be necessary to satisfy the Participant's financial need (pursuant to § 1.401(k)-1(d)(3)(iv)(E) of the Income Tax Regulations), the Vendor notifying the Employer of the withdrawal in order for the Employer to implement the resulting six-month suspension of the Participant's right to make Elective Deferrals under the Plan that was in effect through December 31, 2019. In addition, in the case of a hardship withdrawal that is not automatically deemed to be necessary to satisfy the financial need (pursuant to § 1.401(k)-1(d)(3)(iii)(B) of the Income Tax Regulations), the Vendor shall obtain information from the Employer or other Vendors to determine the amount of any plan loans and rollover accounts that are available to the Participant under the Plan to satisfy the financial need.

8. Article XI (“Claims”) is amended, effective January 1, 2020, to change the name of the Article to be “Claims and Plan Administration” and to add the following new Section 11.3 to the end thereof:

11.3 **Administration.**

(a) The Administrator shall have the authority to control and manage the operation and administration of the Plan. The Administrator shall have all power necessary or convenient to enable it to exercise its authority under the Plan. The Administrator may provide rules and regulations, not inconsistent with the provisions hereof, for the operation and management of the Plan, and may from time to time amend or rescind such rules or regulations. The Administrator is authorized to accept service of legal process.

(b) Administrative functions, including functions to comply with Code Section 403(b) and other tax requirements, may be allocated among various persons pursuant to service agreements or other written documents. In no case shall administrative functions be allocated to Participants (other than permitting Participants to make investment elections for self-directed accounts). Any administrative functions not allocated to other persons are reserved to the Administrator. The Plan shall be administered, and the provisions of the various documents comprising the Plan shall be coordinated, in accordance with the terms of the Plan and the requirements of Code Section 403(b). These provisions and requirements include but are not limited to:

(i) Determining eligibility to make elective deferral contributions or receive Supplemental Employer Contributions shall be performed by the Administrator;

(ii) Determining whether Plan contributions comply with the applicable IRS limits shall be performed by the Vendor;

(iii) Tracking Roth elective contributions to ensure appropriate tax treatment of distributions shall be performed by the Vendor;

(iv) Providing required IRS notices to participants and beneficiaries shall be performed by the Vendor;

(v) Determining the status of domestic relations orders shall be performed by the Administrator;

(vi) Determining whether hardship withdrawals and loans comply with applicable requirements and limitations shall be performed by the Vendor;

(vii) Authorizing distributions, including plan-to-plan transfers and rollover distributions shall be performed by the Administrator; and

(viii) Determining that the requirements of the Plan and Code Section 403(b) are properly applied shall be performed by the Administrator.

(c) The Administrator may correct any defect, supply any omission or reconcile any inconsistency in the Plan in such manner and to such extent as the Administrator may deem expedient and, subject to the Plan's claim procedures, the Administrator shall be the sole and final judge of such expediency. Any action by the Administrator which is not found to be an abuse of discretion, shall be final, conclusive, and binding on all individuals affected thereby.

May 12, 2020

(d) Benefits are payable under the Plan only if the Administrator, in its sole discretion, determines the benefits are payable under the provisions of the Plan.

IN WITNESS WHEREOF, the undersigned _____ of
The College of William & Mary, has caused this First Amendment to be executed on behalf of
The College of William & Mary as of the date set forth below.

THE COLLEGE OF WILLIAM & MARY

By: _____

Print: _____

Date _____

May 12, 2020

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FIRST AMENDMENT TO THE
COLLEGE OF WILLIAM & MARY
457(f) PLAN

The College of William & Mary 457(f) Plan, effective July 1, 2018 (the “Plan”), is amended as set forth below. The First Amendment is adopted in order to clarify the provisions describing the University Contribution to the Plan.

1. Effective July 1, 2020, Plan section 2.02, paragraph (l) (definition of “Maximum Employer Contribution”) is amended to read as follows:

(l) “Offset Amount” means an amount equal to the Code Section 415(c)(1) limit on “annual additions” for the Plan Year (\$57,000 for calendar year 2020), less the “applicable dollar amount” described in Code Section 402(g)(1)(B) for the Plan Year (\$19,500 for calendar year 2020). By way of example, for 2020 the Offset Amount would be \$37,500 (\$57,000 less \$19,500).

2. Effective July 1, 2020, Plan section 4.01 (“University Contribution”) is amended to read as follows:

(a) The University shall credit to the Plan a University Contribution on December 1, 2019, December 1, 2020, December 1, 2021, and December 1, 2022, provided that the Participant is employed by the University on such date.

(b) Each annual University Contribution shall be equal to \$75,000 less the Offset Amount for such calendar year.

IN WITNESS WHEREOF, the undersigned _____ of The College of William & Mary, has caused this First Amendment to the Plan to be executed on behalf of The College of William & Mary as of the date set forth below

THE COLLEGE OF WILLIAM & MARY

By: _____

Print: _____

Date _____

May 12, 2020

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WILLIAM & MARY
FY21 TUITION AND FEE STRUCTURE
FOR FULL- AND PART-TIME STUDENTS

Consistent with tuition and fee authority granted to William & Mary in the Code of Virginia, the attached schedules for undergraduate, graduate, first professional, and special program tuition, student fees, and room and board are recommended for approval by the Board of Visitors.

The attached tuition and fee schedules recommend no increase to tuition or mandatory fees for all continuing students, regardless of academic program, degree level, or domicile status and include no increase for new, incoming students entering in Fall 2020.

The proposed tuition and fees are a departure from recent actions of the Board of Visitors, including the six-year plan adopted in September 2019 and the resolution adopted in November 2019 to increase in-state, undergraduate tuition by three percent for FY21. The recommendation to maintain tuition and fees at current level reflects the challenging economic conditions faced by students and their families as the state, nation, and world respond to the public health crisis created by the novel coronavirus (COVID-19) pandemic. Given the high level of uncertainty, the proposed tuition rates reflect recommendations for the upcoming academic year with the intention that the Board revisit future tuition recommendations in advance of the 2021-22 academic year.

The proposed rates for room and board reflect the expected maximum averages pending final evaluation of the university's housing and meal plan operations for the upcoming academic year.

WHEREAS, that the Board of Visitors of The College of William & Mary in Virginia, on the recommendation of the President, recognizes the significant financial impact many William & Mary students and their families face as a result of the unparalleled economic disruption caused by the COVID-19 pandemic,

WHEREAS, maintaining FY21 tuition and mandatory fees at current FY20 levels will result in no increase in these charges for the university's returning or incoming students;

BE IT RESOLVED, That the Board of Visitors of The College of William and Mary in Virginia approves the Tuition and Fees outlined in Tables 1-8 for FY21.

BE IT FURTHER RESOLVED, That Pursuant to Section 23.1-1301 A.5., Code of Virginia, the Board further delegates authority to the Provost and the Chief Operating Officer to establish: 1) average room and board rates at levels not to exceed the amounts specified herein, 2) course fees as needed to offset materials, supplies or additional course-specific costs not covered by general tuition and fees, and 3) special program fees for study abroad programs, online programs, certificate or other professional programs.

BE IT FURTHER RESOLVED, that this resolution supersedes Resolution 5 adopted by the Board of Visitors of The College of William & Mary in Virginia on November 22, 2019.

**TABLE 1. TUITION AND FEE SUMMARY
UNDERGRADUATE PROGRAMS, BY RESIDENCY**

UNDERGRADUATE, FULL-TIME						
	FY 2020		Proposed FY 2021		Dollar Change	
	In-State	Out-of-State	In-State	Out-of-State	In-State	Out-of-State
<i>Tuition</i>						
Seniors	\$16,370	\$40,089	\$16,370	\$40,089	\$0	\$0
Juniors	17,434	40,089	17,434	40,089	0	0
Sophomores	17,434	40,089	17,434	40,089	0	0
New Students	N/A	40,089	17,434	40,089	N/A	0
<i>Standard Fees</i>¹						
General Fee (See Table 6 Detail)	4,619	4,619	4,619	4,619	0	0
Facility Fee (See Table 7 Detail)	1,439	1,439	1,439	1,439	0	0
Technology Fee	100	100	100	100	0	0
Student Faculty Fee	5	5	5	5	0	0
HEETF Fee	31	62	31	62	0	0
State Building Fee	N/A	540	N/A	540	N/A	0
Subtotal, Standard Fees	6,194	6,765	6,194	6,765	0	0
<i>Room and Board</i>						
Room, Wtd. Avg.	8,008	8,008	8,238	8,238	230	230
Board (19 meals)	4,968	4,968	5,118	5,118	150	150
Subtotal, Room and Board ²	12,976	12,976	13,356	13,356	380	380
<i>Total Cost</i>						
Seniors	35,540	59,830	35,920	60,210	380	380
Juniors	36,604	59,830	36,984	60,210	380	380
Sophomores	36,604	59,830	36,984	60,210	380	380
New Students	N/A	59,830	36,984	60,210	N/A	380
UNDERGRADUATE, PART-TIME INCLUDING SUMMER SESSION(S)³						
<i>Tuition Per Credit Hour</i>						
All Undergraduates, Part-Time	\$425	\$1,278	\$425	\$1,278	\$0	\$0

Notes:

¹ Course specific or program specific fees may also apply.

² Room and Board rates represent maximum expected averages. These rates will be evaluated as we solidify housing options and meal plan rates for the fall.

³ FY 2021 part-time and summer session tuition rates are effective August 16, 2020 unless otherwise noted.

**TABLE 2. TUITION AND FEE SUMMARY
GRADUATE PROGRAMS, BY RESIDENCY**

GRADUATE (M.A., M.S., M.Ed., Ph.D., Ed.D), FULL-TIME						
	FY 2020		Proposed FY 2021		Dollar Change	
	In-State	Out-of-State	In-State	Out-of-State	In-State	Out-of-State
<i>Tuition</i>						
Arts & Science/Education/VIMS	\$10,516	\$28,305	\$10,516	\$28,305	\$0	\$0
Master of Public Policy (M.P.P.)	22,000	32,000	22,000	32,000	0	0
<i>Standard Fees</i>¹						
General Fee (See Table 6 Detail)	4,619	4,619	4,619	4,619	0	0
Technology Fee	100	100	100	100	0	0
Student Faculty Fee	5	5	5	5	0	0
HEETF Fee	31	62	31	62	0	0
State Building Fee	N/A	540	N/A	540	N/A	0
Subtotal, Standard Fees	4,755	5,326	4,755	5,326	0	0
<i>Graduate Program Fees</i>						
Arts & Sciences/Education/VIMS Facility Fee	1,169	1,169	1,169	1,169	0	0
<i>Total Tuition and Fees, By Program</i>						
Arts & Sciences/Education/VIMS (M.A., M.S., M.Ed., Ph.D., Ed.D)	16,440	34,800	16,440	34,800	0	0
Master of Public Policy (M.P.P.)	27,924	38,495	27,924	38,495	0	0
GRADUATE, PART-TIME INCLUDING SUMMER SESSION(S)²						
<i>Tuition, Per Credit Hour</i>						
Graduate, Part-Time in Arts & Sciences/Education/VIMS	\$585	\$1,383	\$585	\$1,383	\$0	\$0

¹ Course specific or program specific fees may also apply.

² FY 2021 part-time and summer session tuition rates are effective August 16, 2020 unless otherwise noted.

**TABLE 3. TUITION AND FEE SUMMARY - TRADITIONAL PROGRAMS
SCHOOL OF LAW, BY RESIDENCY**

LAW (J.D., LL.M.,S.J.D.), FULL-TIME						
	FY 2020		Proposed FY 2021		Dollar Change	
	In-State	Out-of-State	In-State	Out-of-State	In-State	Out-of-State
<i>Tuition</i>						
Juris Doctor (J.D.)	\$28,723	\$37,152	\$28,723	\$37,152	\$0	\$0
Master of Law (LL.M.)	28,723	37,152	28,723	37,152	0	0
Doctor of Juridical Science (S.J.D.)	28,723	37,152	28,723	37,152	0	0
<i>Standard Fees</i>¹						
General Fee (See Table 6 Detail)	4,619	4,619	4,619	4,619	0	0
Technology Fee	100	100	100	100	0	0
Student Faculty Fee	5	5	5	5	0	0
HEETF Fee	31	62	31	62	0	0
State Building Fee	N/A	540	N/A	540	N/A	0
Subtotal, Standard Fees	4,755	5,326	4,755	5,326	0	0
<i>Law School Fees</i>						
Law Facility Fee	922	922	922	922	0	0
Law North Wing Building Fee	230	230	230	230	0	0
Law Library Building Fee	340	340	340	340	0	0
Law Printing/Activity Fee	30	30	30	30	0	0
<i>Total Tuition and Fees, by Program</i>						
Juris Doctor (J.D.)	35,000	44,000	35,000	44,000	0	0
Master of Law (LL.M.)	35,000	44,000	35,000	44,000	0	0
Doctor of Juridical Science (S.J.D.)	35,000	44,000	35,000	44,000	0	0
<i>LAW, PART-TIME INCLUDING SUMMER SESSION(S)</i>²						
<i>Tuition, Per Credit Hour</i>						
Law, Part-Time	\$847	\$1,251	\$847	\$1,251	\$0	\$0

¹ Course specific or program specific fees may also apply.

² FY 2021 part-time and summer session tuition rates are effective August 16, 2020 unless otherwise noted.

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**TABLE 4. TUITION AND FEE SUMMARY
SCHOOL OF BUSINESS, BY RESIDENCY**

BUSINESS (MAcc, MBA, MSBA), FULL-TIME						
	FY 2020		Proposed FY 2021		Dollar Change	
	In-State	Out-of-State	In-State	Out-of-State	In-State	Out-of-State
<i>Tuition</i>						
Master of Accountancy (MAcc)	\$28,200	\$38,600	\$28,200	\$38,600	\$0	\$0
Master of Business Administration (MBA)	28,100	38,520	28,100	38,520	0	0
Master of Science in Business Analytics	36,000	42,700	36,000	42,700	0	0
<i>Standard Fees</i>¹						
General Fee	4,619	4,619	4,619	4,619	0	0
Technology Fee	100	100	100	100	0	0
Student Faculty Fee	5	5	5	5	0	0
HEETF Fee	31	62	31	62	0	0
State Building Fee	N/A	540	N/A	540	N/A	0
Subtotal, Standard Fees	4,755	5,326	4,755	5,326	0	0
<i>Business School Fees</i>						
Business Facility Fee	1,192	1,192	1,192	1,192	0	0
Business Printing Fee	100	100	100	100	0	0
Business Program/Support Fee	601	600	601	600	0	0
<i>Total, Tuition and Fees, by Program</i>						
Master of Accountancy (MAcc)	34,848	45,818	34,848	45,818	0	0
Master of Business Administration (MBA)	34,748	45,738	34,748	45,738	0	0
Master of Science in Business Analytics (MSBA)	42,648	49,918	42,648	49,918	0	0
<i>GRADUATE AND PROFESSIONAL, PART-TIME INCLUDING SUMMER SESSION(S)</i>²						
<i>Tuition, Per Credit Hour</i>						
Business, Flex MBA	\$875	\$1,275	\$875	\$1,275	\$0	\$0

¹ Course specific or program specific fees may also apply.

² FY 2021 part-time and summer session tuition rates are effective August 16, 2020 unless otherwise noted.

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Page 6 of 9**TABLE 5. TUITION AND FEE SUMMARY - SPECIAL RATE PROGRAMS**

TOTAL PROGRAM COST INCLUDING TUITION AND FEES				
	Description	FY 2020	Proposed FY 2021	Dollar Change
Business - Executive Master of Business Administration (EMBA)	Five Semester Cohort Program	\$98,900	\$98,900	\$0
Business - Military Master of Business Administration (MGJW)	14 Month Cohort Program	42,000	42,000	0
Global Business Minor Program	Undergraduate Summer Program	17,990	17,990	0
St. Andrews Joint Degree Program (Bachelor of Arts) ¹	Four-Year Undergraduate Dual Degree Program	40,990	42,220	1,230
TOTAL PROGRAM TUITION ONLY				
Arts & Sciences - Classical Studies (CLST)	13 Credit Hour Certificate Program	3,000	3,000	0
	Per Semester Cost (In-state)			
	Per Semester Cost (out-of-state)	6,000	6,000	0
Study Abroad Programs (Eight credit hours or less) ³	Short programs offered typically during the Summer terms, awarding W&M credit	1,200	1,200	0
Study Abroad Programs (More than eight credit hours) ³	Longer programs typically offered during the Fall or Spring semesters, awarding W&M credit	2,200	2,200	0
PER CREDIT HOUR TUITION				
Business - On-line Master of Business Administration (OMBA)	49 credit hours required over two years	1,300	1,300	0
Business - On-line Master of Science in Business Analytics (MSBA)	Pre-requisite courses	800	800	0
Business - On-line Master of Science in Business Analytics (MSBA)	Core Program courses	1,300	1,300	0
Business - On-line Master in Marketing	Core Program courses	0	1,125	1,125
Arts & Sciences - Geospatial Information Systems (GIS) Post-Baccalaureate Program	15 credit hour Certificate Program	560	560	0
Education - Online MEd in Counseling	60 credit hour Program	665	665	0
Education - Executive Doctorate of Education (E-EdD)	48 credit hours required over two and a half years	950	950	0

Notes:

¹ W&M students pay \$42,220 per academic year in tuition regardless of domicile status. Fees are assessed based on the home institution regardless of where the student is studying that year. The location of the student's first year of study is the home institution.

² Prior year DC Summer program was at regular per credit rates, will be flat program fee moving forward.

³ Does not include program-specific costs related to non-educational aspects of the program for any study abroad program.

TABLE 6. GENERAL FEE COMPONENTS

	FY 2020	Proposed FY 2021	Dollar Change
AUXILIARY SERVICES			
Health & Wellness	612	612	\$0
Integrative Wellness Center	37	37	0
Bus Service/Transportation	66	66	0
Student Unions	387	387	0
Kaplan Arena Operations	365	365	0
General Auxiliary	235	235	0
Telecom/Networking	293	293	0
PC Maintenance	46	46	0
Intercollegiate Athletics	2,002	2,002	0
Tennis Center	22	22	0
ID Office	34	34	0
<i>Subtotal, Auxiliary Services</i>	4,099	4,099	0
STUDENT ACTIVITIES			
Green Fee	43	43	\$0
Cultural Fee	48	48	0
Student Activities	98	98	0
Student Affairs	22	22	0
Campus Recreation	173	173	0
Recreational Center	136	136	0
<i>Subtotal, Student Activities</i>	520	520	0
TOTAL GENERAL FEE	4,619	4,619	0

TABLE 7. UNDERGRADUATE FACILITY FEE

	FY 2020	Proposed FY 2021	Dollar Change
Athletic Facilities 1	\$42	\$42	\$0
Athletic Facilities 2	21	21	0
Cooling Tower 1	120	120	0
Cooling Tower 2	117	117	0
Integrated Science Center ¹	220	86	(134)
Integrative Wellness Center	120	120	0
Kaplan Hall 2	16	16	0
Laycock Center	22	22	0
Sadler West	164	304	140
School of Business	270	265	(5)
School of Ed	27	26	(1)
Student Rec Ctr	123	123	0
Utility Improvements	49	49	0
West Utilities	128	128	0
TOTAL FACILITY FEE	\$1,439	\$1,439	\$0

¹ ISC facility fee decreased to offset Sadler West increase. The fund supporting this debt service has enough cash to manage this decrease for one year to keep fees flat. Fee will need to increase back to current levels in FY 22.

TABLE 8. MISCELLANEOUS STUDENT FEES

	FY 2020	Proposed FY 2021	Dollar Change
Undergraduate Application Fee	\$75	\$75	\$0
Graduate Continuous Enrollment Fee (Per Semester)	150	150	0
Graduation Fee	145	145	0
New Students & Family Program Fee	349	349	0
Summer Comprehensive Fee	55	55	0
Summer Registration Fee	25	25	0
International Student Orientation Fee	130	130	0
International Student Service Fee	65	65	0
International Visiting Scholar Fee	300	300	0
Applied Music Fee (per credit hour)	425	425	0
Study Abroad Registration Fee	75	75	0
Study Abroad Registration Fee - Exchange & Third Party	375	375	0
Non-W&M NIAHD Program Fee	750	750	0
Arts & Sciences			
Graduate Application Fee	50	50	0
CLAST Certificate Application Fee	70	70	0
GIS Certificate Application Fee	75	75	0
Master of Public Policy Student Activity Fee	400	400	0
Law School			
Application Fee	50	50	0
Intense American Law Summer Course Fee	2,450	2,450	0
Intense ESL Summer Course Fee	2,450	2,450	0
School of Education			
Application Fee	50	50	0
Live Text Fee	115	115	0
School of Business			
Application Fee	100	100	0
Application Fee - Global Business Minor	75	75	0
Undergraduate Business Major Fee (per year)	5,000	5,000	0
Undergraduate Business Minor Fee (per year)	2,500	2,500	0
Flex MBA Orientation Fee	300	300	0
MAcc Orientation Fee (in-state)	450	450	0
MAcc Orientation Fee (out-of-state)	450	450	0
MBA Orientation Fee	550	550	0
MSBA Orientation Fee (in-state)	200	200	0
MSBA Orientation Fee (out-of-state)	200	200	0
Pre-MBA Accounting Boot Camp Fee	225	225	0
Pre-MBA Quantitative Tools Boot Camp Fee	225	225	0
MAcc Pre-Requisites (in-State per credit hour)	875	875	0
MAcc Pre-Requisites (out-of-State per credit hour)	1,275	1,275	0
MSBA Pre-Requisites (in-state per credit hour)	250	250	0
MSBA Pre-Requisites (out-of-state per credit hour)	250	250	0
OMBA Residency Fee	600	600	0
DC Center			
DC Semester Program Fee	500	500	0
DC Summer Institute Fee	250	250	0
DC Summer Prequel Course Fee	250	150	(100)
DC Winter Institute Program Fee	2,500	2,500	0

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WILLIAM & MARY
FY21 OPERATING BUDGET PROPOSAL

This summary provides an overview of William & Mary's proposed operating budget for fiscal year 2020-2021 (FY21) and identifies specific budget actions. Detailed budgets by program are contained in the accompanying enclosures. The budget for the Virginia Institute of Marine Sciences is presented separately under Resolution 12.

In contrast to prior years, the FY21 budget varies significantly from the six year plan approved by the Board, recognizing the uncertain economic conditions facing the university as the Commonwealth, nation and the world respond to the novel coronavirus (COVID-19) pandemic. The budget assumes flat enrollment, as opposed to growth, and allocates resources to contingencies with acknowledgment that overall enrollment, and the composition of the student body relative to in-state v. out-of-state residency, could be impacted by current economic and health conditions. In addition, the Governor has indicated that all state agencies should anticipate reductions in state general fund support in FY21. Economic conditions may also impact other fund sources including external sponsors of grants and contracts, philanthropic support, and investment income. To the extent resources are available, expenditures in support of the university's mission reflect the priorities outlined in these plans.

Sources of Revenue for FY21

The FY21 operating budget, as presented, combines the university's state appropriated funds as well as donor funds and other revenue maintained locally at the university. Revenue assumptions fall into five main categories as follows:

1. **State general fund (GF) appropriations** (\$56.3 million) primarily support the university's academic mission, commonly referred to as the Educational and General (E&G) program, and need-based, in-state undergraduate financial aid. The FY21 projected state GF support maintains FY20 funding levels plus technical adjustments related to the state share of prior year compensation actions, FY 21 fringe rate increases, and the second year funding of the Tech Talent Investment Program.
2. **Tuition and fee revenue** (\$215.0 million) reflects estimated revenue based on proposed FY21 tuition and fee rates included in Resolution 9. These funds are used to support the university's (E&G) academic programs as well as need-based, undergraduate financial aid.
3. Unrestricted and restricted gifts as well as endowment earnings received by the university are categorized as **Private Funds** (\$13.4 million in new revenue added to a \$9.2 million fund balance anticipated as of June 30, 2020). They do not include funds budgeted as part of the William & Mary Foundation or other university-affiliated foundations.

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4. Funds from grants and contracts for **Sponsored Programs** (\$31.4 million) include both direct funding for research as well as indirect cost recoveries used to support research facilities and administrative infrastructure. In addition, William & Mary receives \$131,900 in general fund support for state-sponsored research, which is included in the state general fund amounts above.
5. Student and user fees support **Auxiliary Enterprises** (\$118.6 million), which provide non-academic goods or services to students, faculty and staff, including housing, dining, student health, and athletics.

Proposed Spending Priorities for FY21

In total, the university's FY21 proposed operating budget includes \$435.2 million in projected revenues, and \$432.1 million in expenditures.

Priority expenditures include:

- Need-based financial aid to low- and middle-income Virginia students, which continues to be the university's top priority ;
- New investments in financial aid for Pell eligible in-state undergraduates and targeted aid to increase yield of out-of-state undergraduates;
- Funding unavoidable cost increases related to the operation of new facilities coming on-line, fringe rate increases, and workers' compensation payments to the Commonwealth; and
- Contingency funds in both the E&G (\$2.4 million) and Auxiliary Enterprise (\$2.3 million) budgets to provide a buffer against potential disruptions in revenue in FY21 as a result of the COVID-19 pandemic.

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Revenue ¹	FY20 Estimated Actuals	FY21 Proposed Budget	Change from Prior Year	
			\$ Change	% Change
State General Fund	54,861,900	56,311,000	1,449,100	2.6%
Tuition and E&G Fees	212,983,600	214,983,600	2,000,000	0.9%
Grants & Contracts	31,350,000	31,350,000	-	0.0%
University Private Funds ²	17,592,700	13,875,000	(3,717,700)	-21.1%
Auxiliary Revenue ³	108,643,700	118,635,000	9,991,300	9.2%
Total Revenue	\$425,431,900	\$435,154,600	\$9,722,700	2.3%

Expenditures, by Program ¹	FY20 Estimated Actuals	FY21 Proposed Budget	Change from Prior Year	
			\$ Change	% Change
Instruction	129,151,200	126,718,600	(2,432,600)	-1.9%
Research	2,533,100	2,496,200	(36,900)	-1.5%
Public Service	38,000	44,500	6,500	17.1%
Academic Support	35,931,400	35,543,900	(387,500)	-1.1%
Student Services	11,014,400	10,851,700	(162,700)	-1.5%
Institutional Support	35,371,000	31,496,100	(3,874,900)	-11.0%
Plant Operations	20,899,100	20,618,100	(281,000)	-1.3%
Financial Aid	51,259,500	55,746,300	4,486,800	8.8%
Sponsored Programs	31,481,900	31,481,900	-	0.0%
Auxiliary Services ⁴	110,943,200	114,695,400	3,752,200	3.4%
Contingency	-	2,422,300		
Total Expenditures	428,622,800	432,115,000	\$3,492,200	0.8%

¹ Total revenues and expenditures exclude the Virginia Institute of Marine Science and funds maintained in university-affiliated foundations.

² University Private Funds includes current year revenue of \$13.7 million in FY20 plus \$3.9 million from the fund balance. In FY21, University Private Funds include projected current year revenue of \$13.4 million plus \$500 thousand from the beginning fund balance.

³ Auxiliary Revenues include \$900,000 generated in support of student financial aid.

⁴ Expenditures for auxiliary services includes \$13.6 million and \$14.7 million for debt service, respectively for FY20 and FY21. Total debt service for the university was \$25.6 million in FY20 and is projected to be \$26.7 million in FY21.

Detail for each of the major program areas are provided in Pre-Reads 11 through 17.

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WHEREAS, the FY21 operating budget as presented includes revenue projections predicated on enrollments remaining constant at FY20 levels; and

WHEREAS, FY21 revenue projections do not reflect anticipated, but not yet known, reductions in state general fund support, potential declines in federal or other sponsored programs, or changes in private giving; and

WHEREAS, FY21 planned expenditures reflect prioritized spending assuming the university generates revenues as projected; and

WHEREAS, given the economic uncertainties, the university is closely monitoring each of these areas and is prepared to adjust its FY21 expenditure budget to align with available revenues and to do so in a manner that protects the core mission of the institution and the essential services it provides to its students,

THEREFORE, BE IT RESOLVED, That the Board of Visitors of William & Mary approves the FY21 Operating Budget of the university as displayed herein; and

BE IT FURTHER RESOLVED, That the Chief Operating Officer will report to the Board any material changes to FY21 projected revenues and resulting changes in expenditures.

VIRGINIA INSTITUTE OF MARINE SCIENCE
FY 2020-21 OPERATING BUDGET PROPOSAL

For the Virginia Institute of Marine Science, educational and general programs constitute those activities that support the delivery of its tripartite mission of research, education, and advisory service to a large constituency within the Commonwealth and globally. These activities include state mandated and sponsored research, advisory service to the Commonwealth, instruction, academic support (including library, information technology, communications, field operations, seawater research laboratory, analytical, and student services), institutional/administrative support, and plant operations.

For fiscal year 2020-21 the State appropriation for the Virginia Institute of Marine Science provides \$25.2 million in general funds support. The appropriation is further supplemented by non-general fund revenues estimated at \$25.2 million, the majority of which are due to externally funded grant and contract activities, and less than \$1 million attributable to tuition revenues.

BE IT RESOLVED, That the Board of Visitors of the College of William & Mary in Virginia approves the FY 2020-21 operating budget of the Virginia Institute of Marine Science, as displayed on the attached schedule.

VIRGINIA INSTITUTE OF MARINE SCIENCE
FY 2020 ESTIMATED AND FY 2021 PROPOSED
REVENUE AND EXPENDITURES

	Approved 2019-2020 <u>Budget</u>	Estimated 2019-2020 <u>Budget</u>	Proposed 2020-2021 <u>Budget</u>
<u>REVENUE</u>			
General Fund	\$25,246,373	\$25,082,449	\$25,158,765
Nongeneral Fund			
Education and General	1,892,041	1,892,041	1,888,402
Eminent Scholars	75,000	75,000	75,000
Sponsored Programs	<u>23,250,000</u>	<u>23,250,000</u>	<u>23,250,000</u>
 TOTAL REVENUE	 \$50,463,414	 \$50,299,490	 \$50,372,167
 <u>EXPENDITURES</u>			
Instruction	\$1,564,673	\$1,554,574	\$1,133,039
Research & Advisory Services	11,501,459	11,438,720	11,601,628
Academic Support	6,096,399	6,054,459	5,898,970
Institutional Support	2,744,643	2,726,929	3,159,830
Plant and Maintenance	4,870,238	4,838,806	4,932,698
Student Financial Assistance	321,002	321,002	321,002
Sponsored Programs	<u>23,325,000</u>	<u>23,325,000</u>	<u>23,325,000</u>
 TOTAL EXPENDITURES	 \$50,423,414	 \$50,259,490	 \$50,372,167

VIRGINIA INSTITUTE OF MARINE SCIENCE OPERATING BUDGET SUMMARY

	2017-2018	2018-2019	Estimated	Proposed	
	<u>Actual</u>	<u>Actual</u>	<u>2019-2020</u>	<u>2020-2021</u>	Variance
			<u>Budget</u>	<u>Budget</u>	
<u>REVENUE</u>					
General Fund	\$21,798,906	\$23,241,488	\$25,082,449	\$25,158,765	76,316
Nongeneral Funds					
Educational/General	1,819,801	1,783,559	1,892,041	1,888,402	(3,639)
Eminent Scholars	70,023	55,775	75,000	75,000	-
Sponsored Programs	<u>22,515,417</u>	<u>20,947,892</u>	<u>23,250,000</u>	<u>23,250,000</u>	<u>-</u>
Total Revenue	\$46,204,148	\$46,028,714	\$50,299,490	\$50,372,167	72,677
<u>EXPENDITURES</u>					
Instruction	\$1,028,199	\$929,280	\$1,554,574	\$1,133,039	(421,535)
Research and Advisory Services	9,839,313	9,703,703	11,438,720	11,601,628	162,908
Academic Support	4,983,686	5,577,027	6,054,459	5,898,970	(155,489)
Institutional Support	3,247,986	3,776,055	2,726,929	3,159,830	432,901
Plant Operations	4,116,010	4,684,620	4,838,806	4,932,698	93,892
Student Financial Assistance	321,002	321,002	321,002	321,002	-
Sponsored Programs/Eminent Scholars	<u>22,585,440</u>	<u>21,003,667</u>	<u>23,325,000</u>	<u>23,325,000</u>	<u>-</u>
Total Expenditures	\$46,121,636	\$45,995,355	\$50,259,490	\$50,372,167	112,676

WILLIAM & MARY
APPOINTMENTS TO FILL VACANCIES IN THE
EXECUTIVE FACULTY

Vacancies in the Executive Faculty of William & Mary have resulted because of resignations, terminations or the approval of additional authorized positions.

BE IT RESOLVED, That upon recommendation of the President, the Board of Visitors of William & Mary approves the appointment of the following individuals to fill these positions:

EDWARD ARACTINGI, Chief Information Officer, effective June 10, 2020

B.A., Damascus University, 1994
M.S., Marshall University, 2005
Ph.D., Capella University, 2016

Marshall University
Associate Vice President for IT and CIO, 2016-2020
Assistant Vice President for IT/Deputy CIO, 2014-2016

MARIA J. DONOGHUE VELLECA, Dean of the Faculty of Arts & Sciences, effective July 1, 2020

B.S., Boston College, 1985
Ph.D. Washington University, 1993

Georgetown University
Professor, 2016-2020
Senior Associate Dean for Faculty Affairs and Strategic Planning, 2015-2017
Advisory Board Member, 2013-2016
Associate Professor, 2010-2016
Director, Howard Hughes Medical Institute Program, 2010-2015
Director of Neurobiology Undergraduate Program, 2007-2015
Assistant Professor, 2006-2010

Duke University
Visiting Scholar, 2017-2018

Yale University
Assistant Professor, 1998-2006
Post-Doctoral Fellow, 1995-1998

Washington University
Post-Doctoral Fellow, 1993-1995

WILLIAM & MARY
APPOINTMENTS TO FILL VACANCIES IN THE
EXECUTIVE FACULTY

AMY SEBRING, Chief Operating Officer, effective July 1, 2020

B.A., Duke University, 1993
M.P.P., William & Mary, 1995

William & Mary
Vice President for Finance and Technology, 2019-2020
Vice President for Finance and Chief Financial Officer, 2018-2020
Chief Financial Officer, 2016-2018

Virginia Commonwealth University
Senior Associate Dean for Finance and Administration, School of
Medicine, and Executive Director and Chief Operating Officer, Medical
Center, 2013-2015
Senior Associate Dean for Finance and Administration, 2010-2013
Associate Dean for Finance and Administration, 2008-2010
Assistant Dean for Finance and Administration, 2006-2008

Virginia General Assembly
Legislative Fiscal Analyst, Senate Finance Committee, 2002-2006

State Council of Higher Education for Virginia
Finance Policy Director, 2000-2002

Virginia Department of Planning and Budget
Budget Analyst, 1997-2000

Education Commission of the States
Research Associate, 1995-1997

WILLIAM & MARY
APPOINTMENTS TO FILL VACANCIES IN THE
INSTRUCTIONAL FACULTY

Vacancies in the Instructional Faculty of William & Mary have resulted because of resignations, terminations or the approval of additional positions.

BE IT RESOLVED, That upon recommendation of the President, the Board of Visitors of William & Mary approves the appointment of the following to fill the positions effective with the dates listed below.

BRIAN CASTLEBERRY, Assistant Professor of English, effective August 10, 2020

B.A., Oklahoma State University, 2005
MFA, Virginia Commonwealth University, 2008

William & Mary
Senior Lecturer, 2013-2020
Adjunct Instructor, 2011-2014

Virginia Commonwealth University
Composition Instructor, 2006-2008

ELIZABETH E. BURGIN, Assistant Professor of Counselor Education, effective August 10, 2020

B.A. Marist College, 2011
M.A., University of Colorado, 2015
Ph.D., University of North Texas, 2020

University of North Texas
Project Manager, 2017-2020
Research Assistant, June 2017-August 2017

Family Resource Network
Office Manager, 2014-2015

University of Colorado
Graduate Assistant, 2013-2014

WILLIAM & MARY
APPOINTMENTS TO FILL VACANCIES IN THE
INSTRUCTIONAL FACULTY

MARIA J. DONOGHUE VELLECA, Professor of Biology, without tenure,
effective July 1, 2020

B.S., Boston College, 1985
Ph.D. Washington University, 1993

Georgetown University
Professor, 2016-2020
Senior Associate Dean for Faculty Affairs and Strategic Planning, 2015-
2017
Advisory Board Member, 2013-2016
Associate Professor, 2010-2016
Director, Howard Hughes Medical Institute Program, 2010-2015
Director of Neurobiology Undergraduate Program, 2007-2015
Assistant Professor, 2006-2010

Duke University
Visiting Scholar, 2017-2018

Yale University
Assistant Professor, 1998-2006
Post-Doctoral Fellow, 1995-1998

Washington University
Post-Doctoral Fellow, 1993-1995

LAURA P. GUERRERO, Assistant Professor of Philosophy, effective
August 10, 2020

B.A., Willamette University, 2000
M.A., University of Hawai'i at Manoa, 2005
Ph.D., University of New Mexico, 2013

Utah Valley University
Assistant Professor, 2013-2020

WILLIAM & MARY
APPOINTMENTS TO FILL VACANCIES IN THE
INSTRUCTIONAL FACULTY

ESTHER JUNE KIM, Assistant Professor in Curriculum and Instruction,
effective August 10, 2020

B.A., University of California, Los Angeles, 2002

M.A., Yale University, 2004

Ph.D., University of Texas at Austin, 2020

University of Texas at Austin

Assistant Instructor and Teaching Assistant, 2016-2020

Field Supervisor, 2015-2020

Lead Curriculum Writer, 2017-2020

Outreach Director-Recruiting, 2019-2020

Assistant Instructor, 2018-2019

Graduate Research Assistant, 2017

Teaching Assistant, Spring 2016 and Summer 2017

Seoul National University, Seoul, Korea

Lecturer/Researcher, 2007-2008

Lutheran High School of Orange County

Teacher, 2012-2015

MADELYN H. LABELLA, Assistant Professor of Psychological Sciences,
effective August 10, 2020

B.A., Williams College, 2009

M.A. (2014) and Ph.D. (2018), University of Minnesota

University of Delaware

Postdoctoral Research Fellow, 2018-2020

KATHRYN LANOQUETTE, Assistant Professor in Curriculum and
Instruction, effective August 10, 2020

B.A., Oberlin College, 2001

M.S., Bank Street Graduate School of Education, 2006

Ph.D., University of California, Berkeley, 2019

University of California, Berkeley

Fellowship, 2018-2019

WILLIAM & MARY
APPOINTMENTS TO FILL VACANCIES IN THE
INSTRUCTIONAL FACULTY

ELEANOR T. LOIACONO, Associate Professor of Business, without
tenure, effective August 10, 2020

B.A. (1992) and M.B.A. (1996), Boston University
Ph.D., University of Georgia, 2000

Worcester Polytechnic Institute
Founder and Director of the Inclusive Design and Accessibility (IDEA)
Hub, 2018-2020
Professor, 2015-2020
Associate Professor, 2007-2015
Assistant Professor, 2000-2007

CHIMA OSAKWE, Assistant Professor of English and Africana Studies,
effective August 10, 2020

B.A., University of Jos, Nigeria, 1995
M.A. (2003) and Ph.D. (2014), University of Toronto, Canada

William & Mary
Visiting Assistant Professor, 2019-2020

York University, Toronto, Canada
Adjunct Professor, 2014-2018

Seneca College, Toronto, Canada
Adjunct Professor, 2016

University of Toronto, Canada
Teaching Assistant, 2010-2013
Research Assistantship, 2009-2013

MEGHAN E. QUINN, Assistant Professor of Psychological Sciences,
effective August 10, 2020

B.S., University of Wisconsin, 2006
M.S., University of Miami, 2011
Ph.D., Northwestern University, 2017

Vanderbilt University
Postdoctoral, 2017-2020

WILLIAM & MARY
APPOINTMENTS TO FILL VACANCIES IN THE
INSTRUCTIONAL FACULTY

RANDI RASHKOVER, Associate Professor of Religious Studies, without
tenure, effective August 10, 2020

B.A. Columbia University, 1987
M.T.S., Harvard University, 1990
Ph.D., University of Virginia, 2000

George Mason University
Associate Professor, 2011-2020
Assistant Professor, 2007-2010

York College of Pennsylvania
Associate Professor, 2006-2007
Assistant Professor, 2001 – 2006

Case Western Reserve University
Assistant Professor, 1999-2001

CARLOS RIVERA-SANTANA, Assistant Professor of Modern Languages
and Literatures, effective August 10, 2020

B.A. (2007) and M.A. (2010), University of Puerto Rico, Puerto Rico
Ph.D., The University of Queensland, Australia, 2016

City University of New York
Research Associate, 2017-2020

Brooklyn College, City University of New York
Adjunct Professor, 2018-2020

The University of Queensland, Australia
Lecturer, 2016-2018
Associate Lecturer, 2015-2016

WILLIAM & MARY
APPOINTMENTS TO FILL VACANCIES IN THE
INSTRUCTIONAL FACULTY

JAMES SKELTON, Assistant Professor of Biology, effective August 10, 2020

B.S. (2005) and M.S. (2009) Northern Michigan University
Ph.D., Virginia Polytechnic Institute and State University, 2015

USGS Wetland and Aquatic Research Center
Research Scientist, 2019-2020

University of Florida
Postdoctoral Researcher, 2015-2019

Northern Michigan University
Adjunct Faculty, 2008-2010

LORIANN S. STRETCH, Clinical Associate Professor and Online
Counseling Program Coordinator, effective May 26, 2020

B.A. (1993) and M.S. (1997) Longwood University
Ph.D., North Carolina State University, 2005

The Chicago School for Professional Psychology
Department Chair, 2014-2020

International Registry of Counsellor Education Programs
Managing Director, 2018-2020

University of the Cumberland
CMHC Adjunct Faculty, 2017-2020

Paragon Counseling, PLLC
Licensed Professional Counselor-Supervisor, 2008-2020

Yorkville University, Fredericton, Canada
Contract Faculty, 2012-2016 and 2019-2020

Walden University
Core Faculty, 2011-2013
CES Contributing Faculty, 2010-2011 and 2014-2019

Montreat College
Adjunct Faculty/Writing Consultant, 2012-2013

WILLIAM & MARY
APPOINTMENTS TO FILL VACANCIES IN THE
INSTRUCTIONAL FACULTY

LORIANN S. STRETCH, cont'd

Baker College
Adjunct Faculty, 2011-2014

North Carolina State University
Adjunct Instructor/Site Supervisor, 2001-2012

Capella University
Core Faculty, 2007-2011
Adjunct Faculty, 2005-2007

Johnston County Schools
Lead Therapeutic Counselor, Exceptional Children, 2007-2010

Community Mental Health Coalition
School Based Counselor, 2007-2010

Campbell University
Adjunct Professor, 2004-2006

Clayton Counseling Services, PLLC
Licensed Professional Counselor; Clinical Director/Majority Partner 2003-2008

EMILY E. WILCOX, Assistant Professor of Modern Languages and
Literatures, effective January 10, 2021

A.B., Harvard University, 2003
M.Phil., University of Cambridge, 2004
Ph.D., University of California, Berkeley, 2011

University of Michigan
Associate Professor, 2019-2020
Assistant Professor, 2013-2019

William & Mary
Program Director, 2013
Visiting Professor, 2011-2013

University of California, Davis
Adjunct Instructor, 2011

WILLIAM & MARY
DESIGNATED PROFESSORSHIPS

The following members of the Instructional Faculty of William & Mary have been recommended for designated professorships.

BE IT RESOLVED, That upon recommendation of the President, the Board of Visitors of William & Mary approves the designated professorships for the following members of the Faculty, effective with the 2020-21 academic year:

BRENT B. ALLRED, Larry Ring Executive MBA Professor of Business

STEPHANIE J. BLACKMON, Class of 1963 Associate Professor of Education

JOZEF DUDEK, Sallie Gertrude Smoot Spears Associate Professor of Physics

DANIEL GUTIERREZ, Vera Barkley Associate Professor of Education

MICHAEL R. HALLERAN, National Endowment for the Humanities Professor of Classical Studies

CAROLINE E. HANLEY, Sharpe Associate Professor of Civil Renewal & Entrepreneurship

JENNIFER G. KAHN, Robert & Sara Boyd Associate Professor of Anthropology

MATTHIAS LEU, Broderick Family/Goldman Sachs Associate Professor of Biology

WILLIAM R. MCNAMARA, Wilson & Martha Claiborne Stephens Associate Professor of Chemistry

PIETER PEERS, John & Audrey Leslie Associate Professor of Computer Science

BONGKEUN SONG, Clark & Elizabeth Diamond Associate Professor of Marine Science

K. SCOTT SWAN, David Peebles Professor of Business

WILLIAM & MARY
FACULTY PROMOTIONS

The following members of the Instructional Faculty of William & Mary have been recommended for promotion in academic rank by the appropriate departmental committees and chairs, the appropriate deans, and by the Provost and President.

BE IT RESOLVED, That upon recommendation of the President, the Board of Visitors of William & Mary approves the academic promotion of the following members of the Faculty of the university, effective with the beginning of the 2020-21 academic year:

Clinical Assistant Professor to Clinical Associate Professor

Rex M. Holmlin, Mason School of Business

Assistant Professor to Associate Professor

Myrisha Lewis, William & Mary Law School

Research Associate Professor to Research Professor

Donna M. Bilkovic, School of Marine Science

Kirk J. Havens, School of Marine Science

Clinical Associate Professor to Clinical Professor

Aaron Paul Blossom, Mason School of Business

Associate Professor to Professor

Grace S. Chiu, School of Marine Science

Robert S. Leventhal, Department of Modern Languages and Literatures

Robin C. Looft-Wilson, Department of Kinesiology and Health Sciences

Elizabeth M. Losh, Department of English and American Studies Program

Giulia Pacini, Department of Modern Languages and Literatures

Denys Poshyvanyk, Department of Computer Science

Salvatore Saporito, Department of Sociology

Hannes Schniepp, Department of Applied Science

Deenesh Sohoni, Department of Sociology

WILLIAM & MARY
AWARD OF ACADEMIC TENURE

The following members of the Instructional Faculty at William & Mary have been recommended for the award of academic tenure by the appropriate departmental committees and chairs, the appropriate deans, and by the Provost and President.

BE IT RESOLVED, That upon recommendation of the President, the Board of Visitors of William & Mary approves the following members of the Faculty be awarded academic tenure, effective with the beginning of the 2020-21 academic year:

Eleanor Loiacono, Mason School of Business

Mainak Patel, Department of Mathematics

RETIREMENT OF JOHN F. BOSCHEN
RAYMOND A. MASON SCHOOL OF BUSINESS

Professor John F. Boschen received his B.A. degree in economics and business administration from the University of North Carolina at Chapel Hill and completed his Ph.D. in Economics at Brown University in 1981. Professor Boschen began his career as a research economist at the Federal Reserve Board of Governors and was later Visiting Scholar at the Federal Reserve Bank of Kansas City. He joined William & Mary as Associate Professor in the School of Business in August 1988 after being an associate professor in the economics department at Tulane University.

Since 1996, Professor Boschen has been the Brinkley-Mason Professor of Economics and Finance in the Raymond A. Mason School of Business. While at W&M he has also served as Visiting Scholar at the Federal Reserve Bank of Richmond.

Professor Boschen is a distinguished and well-respected scholar, and he is among our most renowned teachers in the Mason School of Business. He has taught in our undergraduate, MBA, and Executive MBA programs. While at W&M, he has also distinguished himself as a collegial, effective, and admired faculty leader. He served as Director of the Executive MBA Program from August 1997 through August 2000, and as Associate Dean for Faculty and Academic Affairs in the Mason School of Business from August 2000 through July 2006, where he oversaw the hiring of exceptional teacher-scholars, many of whom remain on our faculty to this day.

Professor Boschen's research interests include business cycles, monetary policy, international finance, and, more recently, executive compensation. He has published over two dozen articles in such respected journals as the Journal of Business, Journal of Money Credit and Banking, Journal of Monetary Economics, Journal of Macroeconomics, and the Accounting Review. His teaching expertise also includes international finance, macroeconomics, and money markets.

Professor Boschen has been a wonderful asset for the Mason School and William & Mary. His advice and counsel remain highly regarded and sought after by students and faculty colleagues alike.

BE IT RESOLVED, That the Board of Visitors acknowledges the retirement of John F. Boschen; expresses its appreciation for his many contributions to William & Mary; and approves, with deep gratitude for his 32 years of service, a change in status from Brinkley-Mason Professor of Business to Brinkley-Mason Professor of Business, Emeritus.

BE IT FURTHER RESOLVED, That this resolution be spread upon the minutes of the Board and a copy of the same be delivered to Professor Boschen with best wishes for continuing and creative work in the years ahead.

RETIREMENT OF CHRISTY L. BURNS
DEPARTMENT OF ENGLISH AND
GENDER, SEXUALITY AND WOMEN'S STUDIES PROGRAM

Christy Burns received her B.A. from Cornell University with a major in English, and her Ph.D. in English from Johns Hopkins University. She joined the faculty of William & Mary in 1992 after spending a year as a Visiting Scholar at the Pembroke Center for Teaching and Research on Women at Brown University. She was promoted to Associate Professor in 1998.

Professor Burns is an acclaimed scholar of modernist and post-modern literature and culture, with a special focus on James Joyce, Irish literature and film. Her book, *Gestural Politics: Stereotype and Parody in Joyce* was published in 2000, and continues to be widely cited. She has also published numerous articles on James Joyce, Virginia Woolf, Thomas Pynchon, Irish film and literature, and film theory. She has presented her research at dozens of academic conferences and universities, both in the U.S. and abroad.

Professor Burns is an inspiring and versatile teacher who has introduced hundreds of students to the brilliant obscurity of James Joyce's prose, encouraged students to think creatively and across genres in courses on visual cultures, gender and literature, and helped them understand and enjoy a wide range of contemporary literary and cultural texts. She has been especially in demand as a mentor of undergraduate research, and has advised numerous Master's and Honors theses, and independent studies. Students have benefited not only from her encyclopedic knowledge, but also from her patience, her creativity and her dedication.

As an interdisciplinary scholar and teacher, Professor Burns has been an essential contributor to a range of academic units across campus. She directed the Gender, Sexuality and Women's Studies Program from 2008-2011, and served as the director of the Honors Program in English from 2003-2005. She has also been an active contributor to the Film and Media Studies Program. She has served on almost every standing committee in English and in Gender, Sexuality and Women's Studies. For Arts & Sciences, Professor Burns served on the Committee on Degrees from 2003-2007, and she was also a member of a number of university-wide committees, notably the Career Development Committee and the Faculty University Priorities Committee. In all these roles, she has been an energetic and dynamic contributor, whose ideas and hard work have paid dividends for her students and her colleagues alike.

BE IT RESOLVED, That the Board of Visitors acknowledges the retirement of Christy Burns expresses its appreciation for her many contributions to William & Mary; and approves, with deep gratitude for her 28 years of service, a change in status from Associate Professor of English and Gender, Sexuality and Women's Studies to Professor of English and Gender, Sexuality and Women's Studies, Emerita.

BE IT FURTHER RESOLVED, That the resolution be spread upon the minutes of the Board and a copy of the same delivered to Professor Burns with best wishes for continuing and creative work in the years ahead

RETIREMENT OF KATHERINE M. KULICK
DEPARTMENT OF MODERN LANGUAGES AND LITERATURES

Katherine Kulick received her B.A. from Syracuse University with a double major in French and Foreign Language Education. She earned her M.A. and Ph.D. in French from Penn State University. During her time at Penn State, she served as an exchange lecturer in Lyon, France, a city that has held a special place in her heart ever since. Professor Kulick joined the faculty of William & Mary in 1987 and was promoted to Associate Professor of Modern Languages & Literatures in 1992. While at William & Mary, she developed an interest in a field that became her second love, mathematics – taking a slate of courses nearly equivalent to an undergraduate major in the discipline.

Professor Kulick's research interests and publications have focused on second language acquisition and foreign language pedagogy. Her noteworthy accomplishments in the field include co-authoring multiple editions of the widely used intermediate-level French textbook *Interactions*. She is also the author of *Voix Francophones* ("Francophone Voices") and has given talks at a variety of prestigious conferences and institutions, including the American Council on the Teaching of Foreign Languages and the British Ministry of Education.

Professor Kulick's passion for teaching and devotion to student mentorship have remained undiminished over time, changed the lives of generations of students, and been an inspiration to her colleagues. She has taught a wide range of courses including Elementary and Intermediate French, French Phonetics and Diction, Comparative Stylistics and Translation, a senior seminar on the Diversity of the French Language, Foreign Language Teaching Methods, and Teaching English Abroad – offering a redesigned version of the latter course in 2018 that was the first fully online course in Modern Languages. Even at 8:00 in the morning, Professor Kulick filled her classroom with unflagging good cheer, gentleness, compassion, wisdom, rigor, and meaningful cross-cultural encounters through language.

In the area of service and governance, Professor Kulick's invaluable contributions at all levels defy summary. In addition to serving on numerous standing and ad hoc committees, she has held a staggering number of leadership roles across the university: co-creator and program director of the Minor in Teaching English to Speakers of Other Languages, chair of the Department of Modern Languages and Literatures, Foreign Language Student Teacher Supervisor for the School of Education, chair of the Arts & Sciences Faculty Affairs Committee, chair of the Faculty Compensation Board, director or co-director of four editions of the Faculty Survey, chair of the Assessment Steering Committee, president of the Faculty Assembly, and faculty representative on the William & Mary Board of Visitors. A constant of this most impressive record of service is that Katherine Kulick has been a tireless champion of the Faculty.

Professor Kulick's dedicated and distinguished work has been recognized by the Alumni Fellowship Teaching Award (1992), the Thomas Jefferson Award (2009), the Arts & Sciences Faculty Governance Award (2011), and the Shirley Aceto Award (2011). It is with profound affection, admiration, and gratitude that her students and colleagues wish her well in retirement.

BE IT RESOLVED, That the Board of Visitors acknowledges the retirement of Katherine Kulick; expresses its appreciation for her many contributions to William & Mary; and approves, with deep gratitude for her 33 years of service, a change in status from Associate Professor of French & Francophone Studies to Professor of French & Francophone Studies, Emerita.

BE IT FURTHER RESOLVED, That the resolution be spread upon the minutes of the Board and a copy of the same delivered to Professor Kulick with best wishes for continuing and creative work in the years ahead.

RETIREMENT OF EUGENE ALLEN ROCHE
SCHOOL OF EDUCATION

Eugene Allen “Gene” Roche received his undergraduate degree in English from Hamilton College in upstate New York and his M.S. and Ed.D. degrees in Adult Education from Syracuse University. He has worked in higher education for 36 years, including 14 years as the Director of the Career Center at Hamilton College and 22 years in multiple roles at William & Mary.

Professor Roche came to William & Mary in 1998 as Director of Communications and Organizational Development for the Office of Information Technology and assumed the position of Director of Academic Information Services two years later. In that role, he was responsible of supporting faculty in using technology in their research and teaching, both in Arts & Sciences and in the professional schools. At the same time, he was appointed as a clinical faculty member in the School of Education, working with both the Higher Education program and Curriculum and Educational Technology. He was appointed to his current role as Executive Professor in 2010.

In 2019 Professor Roche received the Shirley Aceto Award, presented annually to a member of the instructional or professional faculty who demonstrates an exceptional commitment to excellence in service to the campus community. In presenting the award, Provost Michael Halleran cited him as a person who, in his role as Executive Professor of Higher Education, “had modeled the W&M values of engagement and inclusion in guiding and inspiring faculty, students and staff to explore new opportunities in teaching and learning.”

Professor Roche has been a leader in helping William & Mary develop e-learning programs that use technology effectively to serve students who might not otherwise have access to a William & Mary education. He worked as a member of the planning team for the hybrid Executive Ed.D. program and developed and taught courses in the Inquiry Core for that program. Following the successful launch of the Executive Ed.D. at the School of Education, he was named Director of University e-Learning Initiatives and was instrumental in designing e-learning outreach both for summer courses in Arts & Sciences and for the Online MBA program at the Mason School of Business.

While embracing the role of practitioner/scholar, Professor Roche has been a leading advocate for problem-based learning and student self-direction in his teaching, research and service. His innovative course designs and use of individualized learning contracts have encouraged students to integrate their academic work and their professional goals, and many have made significant contributions to many William & Mary units. Members of his classes served as researchers and consultants for projects in Information Technology, the Roy R. Charles Center and multiple units in the School of Education. The students in his final class in Educational Planning provided much of the foundational research that contributed directly to the launch of William & Mary’s new Studio for Teaching & Learning Innovation in 2019.

William & Mary and the School of Education have benefited greatly from Professor Roche's integration of technical experience and skill, pedagogical knowledge, and leadership ability and his commitment to applying research-based principles to improving William & Mary's ability to serve our students and the Commonwealth.

BE IT RESOLVED, That the Board of Visitors acknowledges the retirement of Eugene A. Roche; expresses its appreciation for his many contributions to William & Mary; and approves, with deep gratitude for his 22 years of service, a change in status from Executive Professor of Education to Executive Professor of Education, Emeritus.

BE IT FURTHER RESOLVED, That the resolution be spread upon the minutes of the Board and a copy of the same be delivered to Professor Roche with best wishes for continuing and creative work in the years ahead.

RETIREMENT OF ROBERT J. SCHOLNICK
DEPARTMENT OF ENGLISH AND AMERICAN STUDIES PROGRAM

Robert J. Scholnick received his B.A. in English with Honors from the University of Pennsylvania in 1962, and his M.A. and Ph.D. in English from Brandeis University in 1964 and 1969 respectively. He joined the faculty of William & Mary in 1967 as an Assistant Professor of English and is currently a Professor of English and American Studies.

An internationally recognized scholar of poet Walt Whitman, Professor Scholnick has ever-expanding scholarly interests. His many publications over the past five decades have explored topics including transatlantic slavery, trauma and disability, British and American periodicals, and the relationship of science and literature as modes of knowing. His most recent book explores the cosmology of Edgar Allen Poe in the context of pre-Darwinian evolutionary theory. Professor Scholnick has been the recipient of several NEH awards and a GTE Foundation Award, and from William & Mary the Phi Beta Kappa Award, and the Hillel Service Award.

Professor Scholnick exemplifies the “teacher-scholar” model that is key to the university’s success as an institution. His teaching has ranged from freshman seminars on literature and medicine, to an introductory course for American Studies (Medicine in America), to upper division courses in American literature, and courses on social determinants of health and trauma and recovery. On the graduate level he has offered courses on topics from theory and method in literary study, introduction to American studies, multiculturalism, and Manifest Destiny. He has pioneered the teaching of the medical humanities field at William & Mary with great success, and, with other faculty, has created the possibility of a “medical humanities” track or minor in American Studies.

Professor Scholnick has served the university community in countless ways. He was the founding director of American studies. As the A&S Dean of Graduate Studies from 1986-1996, he oversaw the initiation of doctoral programs in Computer Science, American Studies, Applied Science, and Anthropology, contributing significantly to the continuing development of William & Mary as a research university. He was also instrumental in developing the Master of Public Policy Program and served as faculty advisor to Hillel, the Jewish Students Organization. Professor Scholnick has served on virtually every university, Arts & Sciences, departmental and program committee at William & Mary. He has always been available as an advisor to students at all levels, including those preparing for careers in medicine and public health. He has been a member of numerous editorial and advisory boards, including as the Founding President of the Research Society for American Periodicals.

Professor Scholnick has been an extraordinary “citizen” of William & Mary, Arts & Sciences, the English department, and American Studies program for over five decades; his commitment to our students and his efforts on behalf of this university have never wavered.

BE IT RESOLVED, That the Board of Visitors acknowledges the retirement of Robert J. Scholnick; expresses its appreciation for his many contributions to William & Mary; and approves, with deep gratitude for his 53 years of service, a change in status from Professor of English and American Studies to Professor of English and American Studies, Emeritus.

BE IT FURTHER RESOLVED, That this resolution be spread upon the minutes of the Board and a copy of the same be delivered to Professor Scholnick with best wishes for continuing and creative work in the years ahead.

May 12, 2020

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**RESOLUTION TO APPROVE NAMING THE STUDENT RECREATION CENTER
IN HONOR OF HELEN ELIZABETH McLEOD '83, M.B.A. '91**

For more than three decades, Helen “Bee” Elizabeth McLeod '83, M.B.A. '91, was a shining light in the William & Mary community. She was an energetic and passionate force for good, extending her generosity to many causes throughout the university, including student wellness in all its forms. A warm, bright and welcoming presence, she brought others along with her in her support of alma mater. Although Bee McLeod passed away in December 2019, she leaves an indelible legacy at our university that will enable future generations of students and alumni to thrive.

Bee graduated from William & Mary in 1983 with a degree in business administration and then returned to her alma mater to graduate with her M.B.A. in 1991. She made her career in the media and publishing industries, starting at Landmark Media Enterprises and retiring as director of network operations for Cox Communications in 2008. She always sought to serve her community, joining the board of the YWCA of South Hampton Roads, the executive search committee and campaign committee for her high school, and the board of the Norfolk Botanical Garden, where her celebration of life was held in January 2020.

Bee brought her expertise, enthusiasm and dedication to her service to alma mater, sharing her insight with the William & Mary Foundation board as a member and then as secretary. She also chaired the William & Mary Libraries Board of Directors for four years, served on the *For the Bold* campaign steering committee, and was a member of the Women & Philanthropy Leadership Circle. When that group became the Society of 1918, Bee joined the steering committee, finding creative ways to engage members of this remarkable group of women with each other and with alma mater.

Alongside her husband, J. Goodenow “Goody” Tyler III, HON '11, she championed wellness in all its forms at the university, giving of her time, talent and treasure for this important cause. Her generosity made an indelible impact on William & Mary's campus and community through the McLeod Tyler Wellness Center, bringing holistic health and wellness services to the very heart of campus. Her name also graces a fitness studio in the Student Recreation Center in recognition of her gifts to support fitness and wellness classes for students.

She and Goody also made significant contributions to support the W&M Libraries, Athletics, the Raymond A. Mason School of Business, the Alumni Association, the Alumnae Initiatives Fund and the Fund for William & Mary, generously providing for the university and the community they loved. Through the scholarship they endowed together, Bee's legacy will live on through the lives of every student whose William & Mary education she made possible.

Hers was a life well lived, and she will long be remembered by all those whose lives she touched.

THEREFORE, BE IT RESOLVED, That the Board of Visitors of William & Mary hereby honors Helen “Bee” McLeod for her outstanding dedication to alma mater; and

BE IT FURTHER RESOLVED, That the Board of Visitors accepts the recommendation of the President and hereby renames the Student Recreation Center at the university *The Bee McLeod Recreation Center* in her honor.

CLOSED MEETINGS

The Board of Visitors may consider in closed session certain matters, including those listed below. The Code is very specific as to how these matters will be described in public session and in closing the meeting the motion must be specific as to the matters to be considered in closed session. There may be no discussion in closed session of matters not identified in the original motion.

I move that the _____ Committee convene in Closed Session for the purpose of discussing _____, as provided for in Section 2.2-3711.A., ____ .

<u>Code Section</u>	<u>Topic</u>
2.2-3711.A.1.	Personnel matters involving identifiable college employees (i.e., appointments, performance evaluations, leaves, etc.) or discussion or interviews of prospective candidates for employment.
2.2-3711.A.2.	Matters concerning any identifiable student
2.2-3711.A.3.	Acquisition of real property for a public purpose or disposition of publicly held real property
2.2-3711.A.4.	Protection of individual privacy in personal matters not related to public business
2.2-3711.A.6.	Investment of public funds where bargaining or competition is involved
2.2-3711.A.7.	Consultation with legal counsel and briefings by staff members pertaining to <u>actual or probable litigation</u>
2.2-3711.A.8.	Consultation with legal counsel employed by a public body regarding specific legal matters requiring <u>legal advice by such counsel</u>
2.2-3711.A.9.	Gifts, bequests and fund-raising activities, or grants and contracts for services or work to be performed by the College
2.2-3711.A.11.	Honorary degrees or special awards
2.2-3711.A.19.	Reports or plans related to security of any College facility, building or structure, or safety of persons using such facility, building or structure
2.2-3711.A.29.	Public contracts involving the expenditure of public funds

§2.2-3712.D. - At the conclusion of any closed meeting, the Board of Visitors shall immediately reconvene in open meeting and shall take a roll call or other recorded vote to be included in the minutes, certifying that to the best of each member's knowledge (i) only public business matters lawfully exempted from open meeting requirements under this chapter and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the public body. Any member of the public body who believes that there was a departure from the requirements of clauses (i) and (ii), shall so state prior to the vote, indicating the substance of the departure that, in his judgment, has taken place. The statement shall be recorded in the minutes of the public body.