

MINUTES OF THE MEETING OF THE FACULTY OF ARTS AND SCIENCES  
November 3, 1987

The meeting was called to order by Dean Lutzer at 3:35 p.m. Ninety-four faculty were present. The minutes of the October 6, 1987 meeting were approved with the following corrections (line numbers are lines of text):

- p. 1, line 28. Robert Orwoll instead of "Orwell"
- p. 3, line 9. Mr. Lutzer is Dean of the Faculty of Arts and Sciences, rather than the "College."
- p. 3, line 37 Should read "Initiatives for new Ph.D. programs in American Studies and Computer Science were begun . . . ."
- p. 3, line 40 SCHEV rather than "SHEV"
- p. 4, line 37 Mr. "Harris" here is Mr. George Harris, in contrast to the previous questioner, Mr. James Harris.
- p. 5, line 32 Should read "excessive time in rank" rather than "and" rank.

ANNOUNCEMENTS

Dean Lutzer noted that he had asked Mr. Fuchs to serve as "parliamentarian for a day." He then made the following announcements:

1. Mr. Jay Austin, Student Association President, is present at the request of the Dean for our discussion of two SA initiatives, namely the Dean's List proposal and the matter of consecutive exams.
2. Margaret Freeman is the new chair of the Department of Music.
3. Copies of a brochure entitled "Master Plan Summary" are being sent to departments. Local newspapers have incorrectly reported that the Board of Visitors adopted the Master Plan. This is not the case. They accepted this document as a completion of the work which the college had contracted. Implementation will require further decisions.
4. SCHEV had recommended that a Commonwealth Center for Excellence in American History and Culture be established at the College. There will be a meeting with SCHEV on November 12 in Richmond to discuss funding levels. A revised proposal may be required.
5. November 13 is the deadline for Tenure and Associate Professor promotion materials to be turned into the RPT committee.

## REPORTS OF ADMINISTRATIVE OFFICERS

### Mr. Schiavelli, Provost

The current budget initiatives include 5.5 million for faculty, 1.5 million for student aid, 1.4 million for library, and 2.4 million for new academic programs. These are biannual figures. There is no definitive word regarding faculty salary increases. If and when they come through, ours will be the highest or near the highest based on our peer group data.

Mr. Fuchs asked whether we are asking for new faculty positions, above the guideline funding? Mr. Schiavelli stated that we are currently at 91.6% of guidelines and want to go to 95%, which would add 87 positions. We have to justify these on an individual basis.

Mr. Meyers asked whether the library request was annual and continuing? Mr. Schiavelli replied that it was a permanent request and would take us up to 100% of guidelines.

## REPORTS OF COMMITTEES

### Educational Policy, Mr. Rapoport

Mr. Rapoport explained that he was bringing three issues, carried over from the meeting last May, before the faculty for discussion and decision: a revision of the add/drop policy; a revision of the policy regarding consecutive examinations; and the reinstatement of the Dean's List. The Committee's recommendations were circulated in a memo for the current meeting.

The faculty then turned to consider the first proposal; the **revision of the policy on course withdrawals:**

Mr. Harcum asked for clarification regarding the phrase "no other withdrawals are permitted." What about in cases of sickness or extreme emergencies? Mr. Rapoport agreed that in such cases withdrawals might be permitted with the approval of the Academic Status Committee. Mr. Harcum's query was incorporated as a friendly amendment: the phrase "without the approval of the Academic Status Committee" was added after the questioned phrase.

A lengthy debate regarding the merits and pitfalls of the proposal followed. Mr. Johnston and several others expressed concern that such a policy would encourage students who had failed the midterm to just walk out of the course with no penalty. Mr. Rapoport explained that the basic intention of the proposal was to force early decisions in order to get grades out on time. A number of faculty agreed that this basic intent was primary and to worry about assigning grade failure seemed authoritarian; the loss of course credit would be penalty enough.

Mr. Johnston expressed his concern that the committee needed to consider further the potential effects of this proposal and moved that it be sent back to the committee. His motion was seconded. Various faculty then spoke for and against this motion to return to committee. The motion was defeated.

Mr. Funigiello then moved that the proposal state that a "grade of WP or WF" will be assigned to drops after the 10th week. The amendment suggestion died for lack of a second.

Faculty continued to debate the positive and negative effects of the proposal. Mr. Delos made the more general observation that what was most needed was a more effective advising system, not just a new rule about withdrawals. A vote was taken and the proposal was passed as amended:

After the adjustment period, a student may only withdraw from a course prior to the 10th week of classes. A grade of "W" will be assigned for such a withdrawal; no other withdrawals are permitted without the approval of the Academic Status Committee. However, a student may withdraw from a course only if his/her academic load does not fall below 12 academic hours and the student follows appropriate procedures established by the Office of the Registrar.

Mr. Rapoport then introduced the second proposal regarding **consecutive examinations**.

Mr. Axtell noted that the last sentence of the proposal was unclear: "The Dean of the Faculty will designate a date and time for the resolution of examination conflicts." Is this a date and time for the actual exams, or for their rescheduling? Dean Lutzer suggested, as a friendly amendment, that the phrase read "date and time for the make-up exams associated with the resolution of examination conflicts." This was accepted as a clarification. However, several faculty noted a number of other ambiguities. Would a single date and time for all exams be designated, or would the Dean assign various dates and times for individual make-ups? This issue raised a great deal of discussion pro and con. Many faculty expressed concern that assigning a single date would never work, causing even more conflicts, while others felt that without a single date there would be complete chaos. There was some uncertainty as to just how many students would be requesting changes under the proposed policy. Mr. Rapoport said that a preliminary check of a sample of 230 students showed that under the old policy there were 1-3 changes required and this new policy would involve from 15-20.

Mr. Finn suggested that the way to handle this initially would be for his office and the Registrar to play umpire and try to avoid as many conflicts as possible by the way exams were scheduled. We could then see how we come out. He made a motion that the final sentence "The Dean of the Faculty will designate a date and time for make up exams associated with the resolution of

exam conflicts" be struck. The motion was seconded.

A short discussion followed and a vote was taken. The proposal was passed with the last sentence struck, as amended:

No changes in the examination schedule will be permitted individual students, except where conflict occur, or where a student has three scheduled examinations in three consecutive examination periods on consecutive days.

Mr. Rapoport introduced the third proposal regarding the **reinstatement of the Dean's List.**

Under questioning, Mr. Rapoport clarified several points. The way in which such a list would be publicized would be up to the Dean. The figure of 15% was somewhat arbitrary, an attempt to simplify designation of such a list. Other schools in our peer group do have such lists. We are currently talking about a "Dean's" list, for Arts and Sciences, not a "Deans'" list--although other schools within the College are also considering the adoption of such. Those who spoke in behalf of the proposal, including the Mr. Austin and Ms. Blake, our student representatives, stressed that William and Mary does not offer enough recognition to her students of this type. Those who spoke against it felt that it was superfluous and trivial for a school which truly maintained quality standards. A vote was taken and the proposal to reinstate the Dean's List was approved.

#### Faculty Affairs, Ms. Ventis

Ms. Ventis introduced a resolution concerning membership of the Advisory Committee for RPT which would prohibit (with a "grandfather clause") departmental chairpersons from serving on the committee. A statement of the resolution, with pro and con arguments summarized by Mr. James Harris and Mr. Funigiello respectively, had been circulated to the faculty prior to the meeting. Mr. Harris asked that the faculty understand that he was not proposing a "Harris resolution," nor was he implying any impropriety in the past in this regard, but that he was merely raising the issue and stating its merits as he saw them.

A rather lively discussion followed in which most of the pro and con points summarized in the circulated memo were debated. A motion to strike sentence # 2 (the "grandfather clause") was defeated. Several faculty suggested possible compromises such as excluding only those chairpersons who had candidates from their departments up for consideration, or allowing chairpersons to voluntarily exclude themselves when the need arose. Mr. Kreps raised the question of whether or not such a change would require the amending of our bylaws. Mr. Selby clarified that at this point we were seeking a sense of the faculty, not issuing a command. A vote was taken and the following resolution was passed 33 to 26:

Be it resolved that it is the sense of the Faculty of Arts and Sciences that no member of the faculty who is a sitting chairperson of an academic department shall serve on the Advisory Committee for Retention, Promotion, and Tenure.

It is understood that this resolution shall not apply to present members of the Committee.

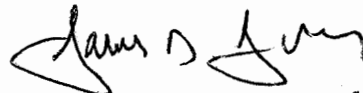
It is further understood that if, in the future, a member of the Committee shall become a chairperson of an academic department, he/she shall then resign from the Committee.

Mr. Fuchs made the observation that we might still consider other fine tuning on this issue at a later date.

The Dean reported that due to the lateness of the hour, he had consulted with the other committee chairs who were listed on our agenda and arranged to have their reports postponed until our December meeting.

The meeting was adjourned at 5:30 p.m.

Respectively submitted,



James D. Tabor, Secretary to  
Faculty