

**Minutes of the Meeting of the Faculty of Arts and Sciences
The College of William and Mary
April 1, 1997, 150 Millington Hall**

The meeting was called to order at 3:35 p.m., Dean Robert Archibald, presiding.

I. Approval of Minutes

Professor Terry Meyers corrected that his question to the provost regarding the possibility of privatization referred to the Law and Business schools only. The minutes of the March 4, 1997 meeting were accepted with this correction.

II. Reports of Administrative Officers

Dean Archibald announced that finalists for the position of Dean of the Library will be on campus beginning next week. Meetings between candidates and members of various committees will be held on Tuesdays and Thursdays at 4:00 p.m. Additional faculty members wishing to attend these meetings should contact David Lutzer.

Dean Archibald also announced that the draft of the Faculty Manual will probably not be completed this spring, but that the following policies governing final exams still pertain:

- no tests or exams may be given during the last week of classes, except lab exams.
- the deadline for take-home exams is the published exam period for the class.

President Sullivan thanked Dean Archibald for his outstanding job as acting dean; the faculty responded with hearty applause.

As part of an ongoing effort to educate elected leaders and the business community as to the critical role the college plays in the community, the president is about to release a report on the relevance of the college to the economic health of the Williamsburg community. The future of the community and its distinctive character are at stake. Decisions made over the next few years will decide the community's future direction, and the college has a vital role in this process.

The president presented observations and statistics on the changing demography of the college faculty. The mid-1960's to early 1970's were a period of growth for the institution and the faculty; the mid-1970's to late 1980's saw stability in the size and make-up of the faculty; the late 1980's brought several retirements and a significant change in the character of the faculty. Since 1989 we have both replaced and added new faculty.

As a result of these various changes the faculty has changed from the predominately white, male faculty of the mid-1960's to a more diverse body. The president presented statistics (available on the president's home page) showing significant gains in the number of women faculty and more modest gains in the number of faculty members of color. He also pointed to similar changes in the makeup of the administration.

Provost Cell reported on a draft version of the results of the SCHEV survey on faculty productivity. Faculty averaged 55 work hours/week, with William and Mary faculty slightly above that number. The State Council is currently redefining the colleges' "peer institutions," and hopes to expand the use of peer groups, not only for salary purposes, but for such purposes as performance measures. William and Mary will continue to be placed among Ph.D. granting institutions, but will be ranked among institutions that are highly selective in their undergraduate admissions. The college is currently negotiating as to which schools will be included in our peer

group.

Performance measures have not yet been used in the budget process; presumably they will be used for the next biennial budget.

Faculty members commented that the faculty survey results need interpretation to be meaningful; the details of our own results have not been given to us.

III. Report of the Nominations and Elections Committee

Professor Steve Knudson presented the following slate of nominees, which was accepted with no nominations from the floor:

Chair, Educational Policy Committee

X Larry Ventis (Psych)

Degrees Committee

X Cindy Hahamovitch (Hist)

Michael Nichols (Psych)

Procedural Review Committee

Area I:

X James Whittenburg (Hist)

Berhanu Abegaz (Econ)

Area III:

Paul Stockmeyer (CSci)

X Gene Tracey (Phys)

Retention, Promotion, and Tenure Committee

X David Aday (Soc)

X Clay Clemens (Govt)

Abdul-Karim Rafeq

Martin Garrett

Faculty members with names marked with "X" were elected.

IV. Faculty Affairs Committee

Professor Harlan Schone reported that since our last meeting various problems have been raised regarding the wording and citations in the draft of the Faculty Manual, making the revision process more complex than had been foreseen. The committee still invites comments, but voting on the Manual will be postponed, and will be done on various parts as they are completed.

The draft of the Manual contains (with the exception of the ethical principles on p 2) only procedures that have been passed as Arts and Sciences policy. The same is true of the Dictionary, which is sometimes in conflict with the Manual. This raises the question of which document takes precedence. **Provost Cell** commented that the Southern Association requires a handbook for part-time faculty, which references the Faculty Handbook and the manuals of the various faculties. The Faculty Assembly Executive Committee is working with the provost on this.

V. Report of the Educational Policy Committee

Professor Jesse Bohl led discussion of the report of the Ad Hoc Committee on Teaching Assistants. In response to EPC's concern regarding the use of teaching assistants for freshman

seminars, the Committee on Graduate Studies has proposed that graduate students may be kept from teaching freshman seminars if other instructors lacking Ph.D.'s are similarly kept from doing so. Because, however, some adjuncts without the Ph.D. are especially well qualified to teach freshman seminars, it was suggested that persons holding the M.A. be allowed to petition EPC for permission to teach freshman seminars. Concerns expressed were: why freshman seminars should be the only courses t.a.'s are prevented from teaching; whether t.a.'s should ever be given full authority over a course; whether a committee should be invested with the authority to certify who may teach; whether appeals should be made to the dean rather than to EPC; whether the use of t.a.'s serves only the interests of the graduate programs and not those of the undergraduates; whether the use of t.a.'s is perceived by parents as lowering the quality of a William and Mary education.

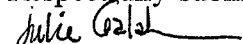
Much discussion centered on the issue of how much training and supervision t.a.'s are given. Although various faculty members observed that they themselves had never received formal training for teaching, others stressed the need for careful training, both for the sake of the undergraduates and as part of the graduate students' preparation for future academic positions. The Council on Graduate Studies is willing to make workshops mandatory for all t.a.'s, with additional workshops to be developed by departments for t.a.'s with sole responsibility for a course. While some faculty members urged that training workshops are no substitute for the years of experience one builds up during one's teaching career, others spelled out the painstaking care with which t.a.'s are already being trained and supervised.

VI. Report of the International Studies Committee

Professor Bruce Blouet referred the faculty to the report, which is available on the web page for this meeting, and which covers: 1) Programs Abroad, 2) Academic Programs, and 3) Reves Center Activities.

The meeting was adjourned at 5:07 p.m.

Respectfully submitted,



Julie Galambush

Assistant Professor of Religion