

**Minutes of the Faculty of Arts and Sciences
The College of William and Mary
November 7, 2006
Millington 150**

Dean Laurie Sanderson called the meeting to order at 3:33 p.m.

I. Minutes of the Last Meeting

The minutes of the October 3, 2006 meeting were approved with the correction the correction of a typographical error.

<http://www.wm.edu/as/dean/faculty/documents/minutes/20061003.pdf>

II. Report of Administrative Officer

Provost Geoff Feiss. Provost Feiss reported that no big issues were to be raised at the following week's meeting of the Board of Visitors and he reminded the faculty that they were invited to attend BOV meetings. He then explained the key features of the newly approved Faculty Clearance Policy, which applies to TE, tenured, and fixed term faculty leaving the College. He explained that the policy was simplified such that departing faculty must normally make just two stops: their department chair (for matters such as grades and computer equipment) and the Provost's office (for matters such as parking fines and library returns). Non-permanent resident faculty with visas will have to make an additional stop at the International Students and Scholars Office, which is responsible to the INS. He then reported on the idea of value-added assessment (i.e., involving a form of standardized testing patterned after the SOLs), which has some support at the state level including within SCHEV. He said that the College would be part of an aggressive lobbying campaign against this approach to assessment, which he described as "reductionist," and predicted that the campaign would be successful. The Provost then stated that the last main section of the Faculty Handbook was presently under revision and said that the already completed revisions were organizational and stylistic as well as substantive. He said that there would soon be a call for the faculty to get involved with the revision process and noted that the proposed revisions were on a fast track for final approval because they were due to be sent to the BOV in April. He also reported that he was working with Vice Provost Dennis Manos and Faculty Research Committee Chair Bill Cooke on setting the standards for the SSRL program and with Vice President Sam Jones on coming up with the financial resources necessary to make the new system work. He cautioned that it would probably take a few years to achieve full-scale implementation but reiterated his understanding that faculty on leave were to have full-time replacements wherever possible. In response to a question from the floor, the Provost said that there was no response from Richmond yet on the Retirement Transition Program currently under review in the office of the Attorney General.

III. Committee on Degrees Report, Larry Evans

<http://www.wm.edu/as/dean/faculty/documents/committeondegrees/COD%20Academic%20Year%20Report%202005-06.pdf>

Reporting on behalf of Dean Ed Pratt, Evans (Government) offered highlights of the Committee's annual report. He reiterated that routine requests were handled directly by the Dean and that while the Committee was generally lenient in the case of petitions regarding major requirements with the support of the relevant departments, compelling reasons were required for approval of petitions regarding stricter College-wide requirements. He also said that there were an increasing number of petitions to waive the senior residency requirement coming from students involved in study abroad.

IV. Faculty Assembly Report, David Armstrong

Armstrong (Physics) added to the Provost's comments concerning the simplified Faculty Clearance Policy and the ongoing revisions to the Faculty Handbook. He said that the College could withhold some—or all—of the amount of the final paycheck of departing faculty who do not comply with the Faculty Clearance

Policy. He also stated that all of the revisions to the Handbook would be posted on the FA website, where the revised table of contents was already available. Armstrong concluded his remarks by inviting his colleagues to attend the November 28th meeting of the FA.

A question from Gary DeFotis (Chemistry) initiated a discussion of the process for appointments to University-wide committees. It was explained that the Provost made appointments to University-wide committees on the basis of recommendations from the Executive Committee of the FA but that appointments to FAS committees were delegated to the Faculty Affairs Committee. Several faculty members commented that the appointment process sometimes seemed rather slow and that faculty were not always promptly notified of their appointment to a given committee once the appointment had been made. Terry Meyers (English) acknowledged that speedier appointments and notification were needed but pointed out that the process was sometimes rather complex. He noted that there was sometimes even confusion concerning the University-wide or FAS status of certain committees.

V. Faculty Affairs Committee Report and Presentation of the By-laws of the Study Abroad Committee to Replace ISCAPC, Terry Meyers

Meyers reported that the FAC had recommended or made appointments to a number of committees including several internal committees charged with appointments to named professorships. He said that it had also reviewed and affirmed the Registrar's guidelines for the scheduling of courses and for their distribution throughout the day. He then reported on ongoing discussions of the appointment of an ombudsperson for A&S undergraduates and stated that the FAC had learned from consultations with department and program chairs that the Women's Network was interested in an ombudsperson for other than just students and said that it had also talked to Equal Opportunity Officer Susan Grover, who also believed that an institution-wide position should exist. He said that in light of these interests, the FAC had taken the issue to the Faculty Assembly Executive Committee. He said that the Committee would work to create an ombudsperson for A&S undergraduates even if the expanded position did not come into being. He then reported on the FAC's meeting with Alan Meese (Law), the chair of the Procedural Review Committee, who shared his committee's comments on the Dean's recent memo regarding criteria and procedures for tenure and promotion cases. Clarification was provided regarding several matters where there seemed to be uncertainty. The FAC agreed that the memo should be revisited after its application on the present cycle of tenure and promotion cases. Meyers then reported that the FAC had begun meetings with Dean Sue Peterson to discuss the best ways to track undergraduate research.

Meyers then presented the proposed by-laws of the new Study Abroad Committee, which was created to oversee academic matters affecting undergraduate study abroad experiences (e.g. curricula, course content of study abroad programs, enrollments, transfer credit, and academic issues relating to resident directors), which were formerly under the jurisdiction of the now-expired ISCAPC. On behalf of the FAC, he moved the by-laws' endorsement by the Faculty of Arts and Sciences.

<http://www.wm.edu/as/dean/faculty/documents/other/Study%20Abroad%20Comm.%20Bylaws%202006.pdf>

Bill Fisher (Anthropology) offered a number of criticisms of the proposed by-laws. He argued that the Committee's design and composition were not forward-looking, particularly with respect to the integration of new types of study abroad experiences into the curriculum, and he urged the Faculty of Arts and Sciences to seek more input before passage of any by-laws in order to make sure that the Committee would meet the College's future needs. Fisher expressed particularly strong reservations about provisions for membership on the Committee outlined in Section II, Paragraph A of the by-laws. He suggested that the membership ought to be defined more broadly, either by inclusion of representatives from all academic areas, as is the case for faculty elected to EPC, or by ensuring representation of faculty involved in developing new types of study abroad experiences. He explained that the issue was adequate communication regarding all types of study abroad, not "ownership" of the Committee.

Meyers responded that he felt that the proposed definitions of membership were broad enough and had the advantage of being based on expertise. He said that Dean Peterson felt that granting specific constituencies representation would be unmanageable.

Following some discussion of the possibility of *ex officio* memberships, Laurie Koloski (Director, Reves Center) stated that ISCAPC had representation from different academic units because it also had jurisdiction over the International Relations and ex-International Studies majors. Meyers then stressed that EPC still had jurisdiction over broader curricular issues involved with study abroad, such as approval of any program director-taught course not already in the catalog.

Fisher moved to delete Paragraph A of Section II on membership and to ask the Dean to reconsider the issue. The motion was seconded and passed.

Bob Noonan (Computer Science) asked why the Committee's members were to be appointed rather than elected and moved to strike Paragraph B of Section II stipulating the appointed nature of membership. Alan Fuchs (Philosophy) cautioned that changing the appointed status of the committee members would require approval by the BOV because the College by-laws state that the Faculty creates standing committees but that the Dean determines membership on them. Myers added that Dean could still go ahead with the proposed membership provisions temporarily. Laurie Koloski said that there was an urgent need to act on a number of issues that fell into the jurisdiction of the new committee, such as the appointment of program directors, and suggested that an interim committee would have to be empowered to act if the issue of membership on the Study Abroad Committee could not be clarified quickly. Noonan's motion did not receive a second. With Paragraph A of Section II stricken, the remaining by-laws were approved.

There was no new business raised at the meeting.

Dean Sanderson adjourned the meeting at 4:25 p.m.

Respectfully submitted,

Michael Leruth
Associate Professor of Modern Languages and Literatures