

MINUTES
Faculty of Arts & Sciences
May 2, 2017
Tidewater A, Sadler Center

*Dean Kate Conley opened the meeting at 3:33 PM.
Attendance at the start of the meeting: 58.*

I. Minutes of the Last Meeting

The minutes for the meeting of the Faculty on April 4, 2017, were **approved** unanimously by voice vote: <http://www.wm.edu/as/facultyresources/fas/minutes/20170404.pdf>

II. Report from Administrative Officers

a. Provost Michael Halleran

The Provost provided updates of the following items:

1. The FY2018 Budget - The Board of Visitors (BoV) was in town between April 19-21. During this time, they approved the budget, which included some challenges such as annualizing the salaries and new salaries for this year's hires. In addition to this, the College has had a \$2.1 mill permanent cut from the Commonwealth and \$680K one year VRS payment. We are no longer in the large increases of the promise, having raised tuition by 3.5% (affected all in-state students but the rising seniors). Financial aid, adjusted to make tuition more affordable for in-state students and health care cost increases have all increased pressure on the budget.
2. This year, we were able to invest throughout the university. Arts & Sciences received the second of three installments for the COLL curriculum. There is money going towards new enrollments, hiring a lecturer in the Center for Geospatial Analysis, hiring of faculty in diversity (8 offers, 6 yes). For the diversity hires, the Provost's office pays 100% of salary the first year, then decreases 25% each year to a final amount of 25% being funded by the Provost's office.
3. The Optional Retirement Program (ORP) - VRS has to approve the College leaving to go on our own. They will meet later this month to approve. In preparation for this, we want to provide a lineup of choices through personal brokerage account so that individuals can get the option that they want. They are standard options and other options that involve playing the market to a greater degree.
4. The Presidential search committee has been established and formally charged by the Board. There will be a listening session within this meeting today.
5. Progress of Salaries - PowerPoint presentation:
 1. FY13 - We began to make progress with the percentage gap to get to the 60% percentile of our peer group. Were making progress until FY16, when the gap was shown to be increased, mainly attributed to the movement of our peer institutions, not wanting to "stand still". Additionally, the College reduced adjuncts and increased NTE, pulling down the average salaries because only FT are considered.
 2. Over the last 4 years, on average, we have been pretty aggressive. The three schools ahead of us are 2 ivy league institutions and UC Santa Barbara.
 3. SCHEV peer group is an ambitious bench mark, based on schools that are similar to William & Mary-
 1. Carnegie classifies William & Mary as an R2 institution, with higher research activity. In our peer group, we are compared to R1 institutions which, generally, have higher salaries. Many in our peer group are private, some R1, some unionized faculties among public, leading to higher salaries, on average.
 2. In the Commonwealth, among public institutions, we have been the most aggressive. UVA follows us in this ranking. We have demonstrated much better progress simply relying on the state intervention.

5. In inflation, we have gone up 10%. If looking at just state actions, we would relatively be worse off in terms of these statistics.
6. The question was raised as to why we look at average salaries and not the median, as it a common practice. The information is reported in averages from IPEDS. If you have Law, Business, Engineering, this will skew the numbers. We have two of these that skews numbers.

b. Dean Kate Conley

The Dean provided updates on the following items:

1. It has been a productive year for Arts & Sciences as we have completed the 2nd year of the COLL curriculum, piloted COLL 300 for 2 years, and held town halls this year about COLL 400.
2. Next year, we will begin the presidential search. Arts & Sciences has become more unified through our collective work on the COLL curriculum and can be proud of our identity and who we are in meeting our new president.
3. Today, directly after this meeting, there will be an end of year reception to honor retiring colleagues.
4. We will be implementing two new programs (supported by the provost) starting Fall 2017.
 1. Minor in Data Science - co-directed by Michael Lewis (Computer Science) and Dan Runfola (Applied Science, Fall 2017)
 1. This will be presented today for a vote.
 2. Two new lecturer positions are being created to support the teaching for this minor. Teaching has already begun of courses to be included in the new minor.
 2. New courses in Engineering, Physics, and Design, led by Mark Hinders (Applied Science)
 1. The first step for this launch is to create a Director for the Maker Space Small Hall. This new director will then connect the Small Hall Maker Space to others like it on campus. We plan to offer some adjunct courses as well.
 2. This is a two year program. Future funding will be dependent on success of the program and new resources.
5. There is a new proposal to the Mellon Foundation. This will be for the expansion of WMSure. The title for the proposal is Liberal Education and Inclusive Excellence, authored by Joel Schwartz (Charles Center, Director). If the proposal is successful, this will allow for an expansion of the number of faculty and students working with WMSure.
6. The Committee for Chairs and Program Directors (CCPD) has discussed with the Dean about the understanding of Team Teaching in which faculty may team if the number seats offered and the faculty course load is not changed. All plans or variations must be approved by the Department Chair, Program Director, and contact Dean.
7. There will be a 3% pool for merit increases for salaries, with the state contributing 2%, and the BoV approved an additional 1%. Staff will also have 3% pool for merit.
8. The Dean's office is in the process of approving position searches and hope to communicate approvals to Chairs prior to graduation. Currently, we are trying to reestablish the budget following reallocation and adjust for the \$150K cut to the budget. However, Arts & Sciences will receive another increment of the \$700K promised from the Provost for the COLL curriculum. We will receive \$250K this year and \$300K next year. This year we are also receiving our last increment to support enrollment increases, \$425K to support enrollment pressure. We are also receiving an extra \$30K from the Provost to support the COLL 300 speakers. The Center for Geospatial Analysis will also receive \$90K in response to an accepted proposal for staff. Another consequence of reallocation was that many staff and faculty are being paid from the contingency fund. The goal this year is include their salaries into the base budget.
9. Update of Joint Degree Program with St. Andrews:
 1. Starting in Fall there will be 6 majors, adding Classical Studies & Film Studies to English, Economics, International Relations, and History.

2. We will continue to receive revenue from the program which supports 2 TE positions (Government, English), 2 NTE positions, and will add a third NTE position next year.
3. Liz Barnes is finishing first year Director of the joint degree programme.
10. The Diversity and Inclusion update to be posted tomorrow. After considerable revision by the Dean's Office, the CCPD, the FAC, and the Arts & Sciences Diversity Council, this includes the following:
 1. New 3 year initiative -
 1. Training for faculty to include diversity and inclusion in courses. This will be in the form of module development to use in multiple courses.
 2. Offer series of \$2000 grants for three years, with a limit of up to \$10,000 per year, to bring an expert of the departments' choosing to speak with the program on how to develop modules. Those receiving these grants must include two new COLL courses within their department.
 2. EPC has been great this year working with the Center for Liberal Arts in holding Town Halls for the COLL 400. They will continue to hold these in the next academic year for module development.
11. The Dean encouraged faculty to consider the meaning of excellence as it applies to hiring. In hiring, we should look at excellence expansively in terms of what qualities will serve the department/program and overall university. We should think about different kinds of candidates in the thought of excellence.
12. With regards to faculty research support, this year the Dean's Office supported 89 research projects. These proposals are evaluated on a case by case basis and funds are especially for the Arts & Humanities who tend to have lower amount of grants they can apply for.
13. An update on working groups:
 1. Fall 2017 - we will receive an update from the working group on Undergraduate Research
 2. Fall 2017 - we will hear from the Instructional NTE working group
 3. A new working group is being established to look into updating the Arts & Sciences Joint appointment memorandum of understanding (JAMOU) Policy
14. One Tribe One Day:
 1. Girdleman Challenge a Total of \$15K was awarded to Arts & Sciences, with the following distribution
 1. \$5000 to Neuroscience - program with highest percentage of alumni donors
 2. \$5000 to Music - department with the most donors in their area
 3. \$5000 to A&S annual fund - allows the Dean's Office to fund proposals
15. Lu Ann Homza is ending her term as the Dean of Educational Policy. The Dean thanked Lu Ann for her time in the position. The party in her honor will be May 9 at 3:30pm in Ewell Hall.
16. The Dean concluded her remarks by allowing for the honoring retiring colleagues by their Chairs:
 1. Bob Archibald (Economics)
 2. David Aday (Sociology)
 3. John Nezelek (Psychology)

III. Report from Faculty Assembly

Cathy Forestell (Psychology)

The Faculty Assembly met recently with the following items being discussed:

- a. The assembly was visited by Suzanne Raitt who conducted a listening session on the Presidential Search. This was a productive time where the Assembly shared thoughts about next president and search process.
- b. Faculty Handbook Revisions - the Assembly discussed the most recent iteration on suspension of a faculty member. They are not yet ready to send on EPC of PRC. Moving forward, the Assembly has decided to appoint an ad hoc committee to look into changes regarding this section.

- c. The faculty presentation to the BoV was well received. The presentation focused on two creative adaptation products (Mark Hofer, SoE; Grant Hemshaw).
- d. The next meeting will be on May 11th. At this last meeting, the Assembly will be choosing and voting on new officers.

IV. Report from Faculty Affairs Committee

Joan Gavalier (Theatre, Speech, and Dance)

Several items were discussed at the FAC meetings in April:

- a. The filling of appointed committees has been completed.
- b. The Committee discussed diversity issues and proposed curricular changes and ideas for encouraging faculty to adopt items to discuss in classes.
- c. The recent revision of RPT memo was discussed in light of the role of Chairs in promotion. There are two department cultures around this policy and the Committee wanted to clarify how this would be enacted. The Committee has decided to defer to departmental policies for candidates.
- d. The Committee recommended looking into revisions of the Joint Appointment Policy which was last revised in 2000.
- e. Carol McVaugh presented on a new reporting tool that would use Banner databases to track committee membership more easily for FAC and for the Nominations and Elections Committee.

V. Proposal for a Minor in Data Science

Jenny Taylor (Chair, EPC), Michael Lewis (Chair,), Dan Runfola (Applied Science)

- a. Dan Runfola opened this discussion by explain that a collaboration of members throughout campus contributed to the development of this minor.
- b. Michael Lewis explained the following:
 - a. The minor will coordinate teaching already in place as well as modify and introduce new introductory classes that will give background for the coursework of the minor.
 - b. The rationale for the minor is the fact that data is being generated at high rate and we need to know how to analyze and understand it. This relates to fields we would not expect, such as Biology, Psychology, and Government, for example. The goal is to reach students in theses areas in order to help them understand how to look at large data sets.
- c. One comment was made regarding the students picking two courses within their department to fulfill the minor and this interfering with the two slotted crossover courses with the major. It was questioned if they will have to take two additional classes to offset those that double count. It was explained that this would not be an issue for the students.
- d. Vote on question from EPC - unanimous passing of proposal for the minor.

VI. Listening session with faculty members on the Presidential Search Committee

Paul Heideman (Biology), Iyabo Osiapem (Africana Studies and Linguistics)

- a. The Committee is visiting different groups across campus in order to hear from as many faculty in as many settings as possible regarding the search for the new president.
- b. Questions were raised on the following items:
 - a. Procedure - in the last presidential search, finalists were brought to campus, but this search will be closed. It can become an open search if the three finalists agree, but at this time it is a closed search in order to increase the diversity of the candidates. In opening the search, we may lose potential candidates who are risking their current positions.
 - b. It was jokingly suggested that lawyers be disqualified from applying for this position.
 - c. It was noted that VIMS is not represented on the search committee. It was emphasized that the Committee needs someone that understands importance of funding in order to indicate this to the next president. Paul Heideman has contacted VIMS in light of this as well.

- d. Peer group designation: We all need to understand that PhD programs are a benefit to us, even though it does affect the peer group we are compared to.
- e. It was asked if there was a plan for channeling information to the many members of the committee that aren't present at this meeting and the BoV. The Committee is trying to figure out the stages of deciding how to communicate this information.
- f. It was requested that the Committee look for someone who has taught in a Liberal Arts Setting fairly recently so they understand what faculty face in the classroom.
- g. Concern was again voiced over the closed search, and the question was raised as to whether this was the norm. Paul Heideman indicated that throughout the state this has become the norm since our last presidential search.
- c. There will be two meetings this summer to hopefully collect information. There are different ways that this is being communicated, with Dropbox and emails being utilized.

VII. Nominations and Elections

Brett Wilson (English)

The following names were presented for the ballot for the May elections. No names were added from the floor. The ballot to be released following the meeting today:

- a. Faculty Affairs Committee (Area I) one year replacement term beginning Fall 2017
 - a. Michael Daise (Religious Studies)
 - b. Robert Leventhal (Modern Languages and Literatures)
- b. Faculty Assembly (Area II) partial term beginning Fall 2017
 - a. Jennifer Kahn (Anthropology)
 - b. Brent Kaup (Sociology)
- c. Faculty Compensation Board (Area II) four year term beginning Fall 2017
 - a. Caroline Hanley (Sociology)
 - b. Lee Kirkpatrick (Psychology)
- d. Faculty Compensation Board (Area III) one year replacement term beginning Fall 2017
 - a. Bill Cooke (Physics)
 - b. Michael Kelley (Applied Science)
- e. Faculty Hearing Committee (Area III) one year replacement term beginning Fall 2017
 - a. Randy Chambers (Biology)
 - b. Bob Pike (Chemistry)
- f. Committee on Faculty Awards, Prizes, and Professorships (Area I) one year replacement term beginning Fall 2017
 - a. Deborah Morse (English)
 - b. Kevin Vose (Religious Studies)
- g. Nominations and Elections (Area I) three year term beginning Fall 2017
 - a. Laura Ekstrom (Philosophy)
 - b. Gayle Murchison (Music)

Dean Kate Conley concluded the meeting by inviting all the faculty to attend a reception to honor members of the Faculty of Arts & Sciences that are retiring.

The meeting was adjourned at 4:42 PM.

Respectfully submitted,

Ashleigh E. Queen (Kinesiology & Health Sciences, aeeverhardt@wm.edu)
Secretary to the Faculty of Arts & Sciences