

**Faculty of Arts & Sciences**  
**December 6, 2022,**  
**3:30 – 5:00 pm**  
**Zoom teleconference**

**I. Approval of minutes from meeting on November 1, 2022**

Minutes from the November meeting are approved by unanimous consent.

**II. Report from the Dean (Maria Donoghue Velleca)**

- The Dean reported on current curricular demand, which remains high, on the A&S resources available, and on central scheduling. Work continues to predict the need for seats, especially in 100s, 150s, and 300s. Some upper-class students have not completed freshman COLL courses, and cannot graduate without them.
  - Last Friday [12/02], the Dean communicated to Chairs and Program Directors that they need increase class sizes to accommodate a significant number of under-enrolled students (12 credit hours or less) and 200 spring transfer students.
  - Permanent funds are available from the Provost's office to cover new teaching. Maria has asked Chairs and Directors to communicate needs going forward, to generate surveys increasing caps of other courses, and to identify any faculty willing to teach overloads.
  - Tom Payne asked Maria to affirm that 100 instructors who voluntarily increase enrollment in 100 or 150 won't have any additional increases past the discussed limit of 27. Maria affirms this is the case.
  - Peter McHenry asked about allowable occupancy in classrooms; Ben Boone explains a working group from the President's office has assessed space. If necessary, Ben can work to find spaces to accommodate larger classes.
  - Tuška Beneš voiced concern that increasing class size signals a drastic shift in W&M's teaching culture and asked how permanent the increases will be. Her concern included the potential impact on W&M's branding, the value of close student-faculty interactions, and the implications for the national enrollment cliff. Maria responded that while W&M applications remain high, the yield is low at 25%. To get a steady yield and full class, Admissions needs to admit a lot of students.
  - She also notes no tuition increase is expected this year or while the current governor and state leadership are in office. She says this means some, not all, classes will need to be bigger. A&S will be strategic in managing classes responsibly to maintain a tight community while meeting academic needs. The recent analysis showed over 50% of classes had 20 or fewer students, although that is not the case in some departments. She and FAC agreed that A&S strategies should align with national best practices. Maria concluded that A&S will need to be open to all possibilities to maintain our fantastic brand, although there will be different solutions for different departments.
  - Mike Jabbur asked for details on compensation for core and long-term adjunct faculty for teaching additional classes and whether additional

adjunct lines would be available. Maria responded that last year A&S increased the adjunct faculty rate and increased the rate for 4 credit courses. She noted adjunct faculty would continue to be paid at this current adjunct rate and could not teach more than 29 hours/week. For example, if an adjunct is currently teaching a 2 to 2, they could not go up from a 2 to 3, but if they are currently teaching a 2 to 1, they could go up to a 2 to 2 and still fall under the part-time guidelines for working less than 29 hours a week. Ben and Shelly will assure compliance under the Affordable Care Act. Maria affirmed that compensation for an overload course for a full-time faculty member is at adjunct rates.

- Leisa Mayer reiterated Tuška's point that permanent increases in class size will affect W&M's current brand as a small liberal arts university to job candidates as well as students. Maria suggested that the community will need to continue to have a conversation on this issue.
- The Dean reported on the status of the Teach or Research Faculty Framework (ToRFF) noting she should hear by the end of the week if PPC has approved the plan by electronic vote. The ToRFF will be an amendment to the Faculty Manual so do not go through the BOV; the changes in titles do go through BOV. Once approved, it will move forward with collaboration with HR.
- In other news, the Dean reported the transitioning in of Suzanne Raitt as Acting Dean is going well. Suzanne is attending meetings and coming up to speed with all current initiatives.
- Maria said 12/15 and 12/16 will be her last days on campus, and she will wrap up her time with W&M remotely through 12/31.
- Janice Zeman will step in as A&S Vice-Dean for Humanities.
- In addition to Maria and Silvia working together on the implementation of the ToRFF, VAP approvals will come out soon, and external reviews are being closed.
- The Dean thanked the community for her experiences at W&M.

### **III. Report from the Committee on Graduate Studies and update from the Vice Dean for Research and Graduate Studies (Chris Carone)**

- Chris shared a new org chart for OGSR. Jennifer Dahnke is in the Assistance Dean of Graduate Studies role, performing the administrative duties of the previous Vice Dean, Virginia Torczon. She is student-focused, where Chris is faculty -focused.
- Chris' time is split between his supervision of two doctoral students, mentoring a post doc, and undergraduates, (50%) and the major budgetary and policies affecting grad programs such as final admissions decisions (50%). Additionally, he is involved in strategic planning such as the Faculty Grant Fund. Based on committee recommendations, Chris reports to the Dean which grants are suitable for funding.
- Chris is happy to welcome Jill Charling, previously at VCU, will start in January as the Graduate Registrar, as Wanda Carter has retired from that position.
- The Office of Graduate Studies and Research is now the Office of Graduate Studies and now located on the 3<sup>rd</sup> floor of Blow Memorial Hall.
- Chris provided the 2021-2022 annual report for Committee on Graduate Studies, which included the implementation of healthcare subsidies from OGSR provided to grad students, and the balance of their insurance being covered by the university (75%/25%). Last year the stipend for graduate students increased by about 8%.

- The annual report includes Sarah Glosson's section on the Graduate Center Report. After a pandemic-related pause in the Graduate Research in Symposium in 2021-22, the Research Symposium will return this year including both graduate research and Honors undergraduate research.
- Chris also presented the Ombuds report, noting there were 10 cases that went to the Ombuds, all of which were resolved.
- Finally, due to pandemic, Graduate Admissions has not required GRE scores for two years. Chris reported that Grad Directors unanimously favored not reinstating the requirement for GRE scores. This change to the Graduate Course catalog needs approval by both FAS and the BOV. COGS will draft a motion to the effect that programs may determine if they will require GRE scores. The motion will be presented in the February FAS meeting. For context, Chris will also present relevant data on the impact of eliminating the GRE requirement with regard to our peer group and implications for DEI.

**Ombuds report is here:**

[www.wm.edu/as/facultyresources/committees/graduatestudies/documents/ombudsreports/2021-22-ombuds-annual-report.pdf](http://www.wm.edu/as/facultyresources/committees/graduatestudies/documents/ombudsreports/2021-22-ombuds-annual-report.pdf)

**COGS report is here:**

[www.wm.edu/as/facultyresources/committees/graduatestudies/documents/cogs-annualreports/2021-22-cogs-annual-report.pdf](http://www.wm.edu/as/facultyresources/committees/graduatestudies/documents/cogs-annualreports/2021-22-cogs-annual-report.pdf)

**IV. Update about the Vision 2026 Water Initiative (Dean and Director of VIMS, Derek Aday)**

- Derek Aday leads the liaison team responsible for the water pillar of Vision 2026. The team is responsible for communicating out the university, and members represent all 5 schools: Tanya Boone from Mason, Andy Fisher, Georgia Irby, Jenny Kahn, and Mike Tierney from A&S, Elizabeth Andrews from Law, and Jason Chen from Education. They have held one meeting and will hold one meeting per quarter. From time to time, he hopes to report out to department and larger faculty meetings on their progress and invited all faculty to communicate with the team.
- Derek reports directly to the President and Provost and will report on all the great things happening in water-related research across campus soon. Currently, there isn't any dedicated funding for this pillar, and as there currently isn't a permanent COO, he feels there is a desire to have some stability in that office before any budgetary commitments can be made.
- Maria thanked Derek and noted each pillar has a Chair and team who plan to communicate through the university.

**V. Update from the Educational Policy Committee (Kristin Wustholz)**

- Maria reminded the FAS that SACSCOC (Southern Association of Colleges and Schools Commission on Colleges) accredits W&M every 10 years with a 5<sup>th</sup> year interim review. Apparently, SACSCOC provided more comments to many schools (including W&M) on their interim reports; Sallie Marchello (University Registrar), is not concerned.
- Kristin reported the work for sustainable COLL started in EPC in Spring of 2022, with their call for a sustainable COLL working groups. In August, EPC began discussions

regarding working groups' recommendations for both policy and procedural issues, as well as changes to the catalog.

- EPC has developed standalone guidelines for submitting applications for COLL courses. A link to a Box folder on the EPC website is available for information on what EPC looks for.
- Another new webpage on their website outlines deadlines for submissions.
- The working groups recommended that EPC reconsider the restriction that instructors may not teach COLL courses in their first semester and EPC was broadly supportive of the idea to remove that restriction. A closer reading of the curriculum language revealed that the restriction only exists in addenda to a COLL 150 course. Faculty may teach in all levels of the COLL curriculum **except** for COLL 150 during their first semester. EPC is happy to review exceptions if needed.
- EPC is also focusing on the credit hour policy compliance, as there has been some confusion around de-linking.
  - Most courses are not delinked because weekly contact hours match credit hours awarded. De-linked courses are those in which contact hours do not match credits awarded.
  - Faculty requests for de-linked courses require EPC approval via a new Curriculog form (see EPC website). This Curriculog form was rolled out in an email and is available on the EPC website. The form provides details on how to comply with de-linking policies, if needed.
  - COLL 100 and 150 are standing exceptions to this policy.
  - EPC will continue to review existing de-linked courses efficiently.
  - Anyone with further questions about this or any other points noted here from EPC are encouraged to reach out to Kristin directly.
  - In spring, 2023, a working group from EPC and the Charles Center will be considering policies for existing and future credit-bearing internships to support faculty who teach these courses. Guidelines will be considered for academic content, faculty oversight, expectations, and de-linking, etc. Faculty interested in taking part in these discussions should contact Kristin.
- Maria announced she just heard from Ben Spencer that the description was close to being final for the search for the Dean of Arts & Sciences. A website will be created shortly regarding this search. Although it's expected to be a closed search, it's likely there will be stakeholder meetings for each candidate. She thanked the search committee.

## VI. Nominations & Elections (Pieter Peers)

- Pieter presented the following nominees for four elections and asked for any nominees from the floor. There were none. Pieter reminded FAS to look for the poll that would be sent by email following the FAS meeting.
- **Joint Faculty Assembly / Faculty Affairs Committee (FA/FAC) - Area I**
  - Joan Gavalier, Dance
  - Cristina Stancioiu, Art/Art History
- **International Studies Advisory Committee (ISAC) - Area I**
  - Lee Alexander, English

- Magali Compan, Modern Languages
- **Faculty Affairs Committee (FAC) - Area II**
  - Brennan Harris, Kinesiology
  - Peter Vishton, Psychological Sciences
- **International Studies Advisory Committee (ISAC) - Area III**
  - Lisa Landino, Chemistry
  - George Vahala, Physics

VII. **Report from the Council of Chairs and Program Directors (Arthur Knight)**

- Maria thanked the CCPD co-chairs.
- Arthur Knight reported Maria opened the most recent CCPD meeting with observations on some COLL sustainability challenges William & Mary faces.
- At the meeting, Shelly Lorenzo previewed on some of the COLL leads, with more information coming this Spring. Victoria Costa reported to CCPD on study abroad directorship opportunities. Ben Boone spoke with the group about issues emerging around SCHEV and SACSCOC and to also give us a heads up that in collaboration with the Dean's and Registrar's office, some work will be done to standardize our catalogue.
- Arthur reported that nominations were solicited for new CCPD co-chairs, and some CCPD bylaws were reviewed and approved, including the formal establishment of an ExCo.
- In the upcoming meeting this Thursday, Kathleen Powell, Director of the Cohen Career Center, will be coming to CCPD to discuss the initiative of amplifying internships at William & Mary. CCPD reached out to Kathleen on the recommendation of President Rowe.
- Arthur reported that Suzanne Raitt and Maria will also discuss some additional issues, most notably the need to expand classes. Finally, CCPD will hold the new Co-chair election and act on our bylaws.

VIII. **Report from Faculty Assembly (Marc Sher)**

- Mark reported two changes to the *Faculty Handbook* to accommodate the newly passed ToRFF.
- The first change is adding the modifier, "Teaching" in the list of possible title modifiers for faculty who are not hired in a tenure eligible position. Senior Lecturer and Lecturer will remain in the *Handbook* in the event other schools will need them.
- The second change is *Handbook* language that prohibits NTE faculty from voting. He noted allowing NTE faculty to vote will be up to the discretion of each individual school.
- In response to the prohibition of NTE faculty voting in November's A&S meeting on the approval of the ToRFF, despite being permitted in the A&S bylaws, Assembly proposed the addition of the sentence to III.B.2.b.2)b. School-Specific Policies. "Each school may, in its bylaws, allow the NTE faculty to participate in establishing these procedures." Additional changes consistent with this policy were made in section III.B. These changes will be presented to full Faculty Assembly on Tuesday, and to the BOV for approval in February, 2023.

- Christy Porter asked for clarification that the term NTE and non-tenure eligible faculty will remain in the *Handbook* and whether this means that the schools decide who votes based on the word, “may.” Marc affirmed “NTE” stays in the *Handbook* for now, but not in the A&S bylaws or manual and that schools decide individually on voting members of the faculty. Maria noted that that the law school currently seems to be the one school committed to only having tenured faculty vote. Christy mentions that the Business School is also committed to only permitting TTE to vote.

**IX. Report from the Faculty Affairs Committee (Peter McHenry)**

- Peter McHenry thanks Maria for her great service.
- Peter reports the transition for Suzanne Raitt as Dean is going smoothly. Suzanne has been joining the FAC meetings weekly and will officially take over those meetings in January.
- Wanjiru Mbure has asked Peter to amplify the invitation to the faculty of color appreciation breakfast, happening tomorrow morning in the Wren Great Hall.
- Much work has been put in on the new faculty framework by the FAC, and Peter noted that in the coming semester, FAC will be setting up a ToRFF committee. FAC will be appoint people the first year and elect later. He feels it will be a very helpful and important committee and asks that anyone who is asked to join the committee to seriously consider saying yes to serving.
- Another issue that has taken up significant time with the FAC is the thinking through of the computation, data science and applied science work, and communicating with administrators about the planning process.
- On November 10th, the FAC met with the Provost where they asked questions curated from the FAS, and the recording of that is now available. If anyone has any questions or follow up about that to please contact him directly.
- Peter recognized Faculty Assembly is involved in this; FAS will be hearing from John Gilmour soon with reminders about a meeting they are going to have with the faculty assembly and the folks who are talking about computation data science and applied science.
- Suzanne and the Provost are currently working on setting up the steering committee for the new entity, and they've asked the FAC for recommendations for people to be on it. FAS is asked to be involved as well to talk about next steps.
- Peter reported that FAC has been discussing merit scores, departmental procedures, and how to improve upon that process. FAC has also met with Sally Marchello, Susan Bosworth, and Ben Boone about the SACSCOC accreditation, and to learn about how that's going and where they are in the process.

**X. Adjourn**

Meeting is adjourned by unanimous consent