

**FULL BOARD MEETING  
MINUTES – SEPTEMBER 25-27, 2019**

## **MINUTES**

### **Meeting of the Board of Visitors William & Mary**

**September 25-27, 2019**

The William & Mary Board of Visitors met on the campus in Williamsburg on Wednesday, Thursday and Friday, September 25-27, 2019.

On Wednesday, September 25, the Committee on Academic Affairs met from 2:30 to 4:00 p.m. in the Board Room. The Executive Committee met from 4:05 to 6:20 p.m. in the Board Conference Room. That evening the full Board convened in the Commons Private Dining Room from 6:30 to 9:35 p.m.

Those present on Wednesday evening were:

Mari Carmen Aponte  
Mirza Baig  
Victor K. Branch  
Warren W. Buck III  
S. Douglas Bunch  
Sue H. Gerdelman  
James A. Hixon  
Barbara L. Johnson  
Anne Leigh Kerr

John E. Littel  
William H. Payne II  
Charles E. Poston  
Lisa E. Roday  
J.E. Lincoln Saunders  
Karen Kennedy Schultz  
H. Thomas Watkins III  
Brian P. Woolfolk

Also present was William & Mary President Katherine Rowe and Provost Peggy Agouris.

On Thursday morning, September 26, the Richard Bland College Committee met from 7:47 to 9:27 a.m. and the Committee on Institutional Advancement met from 10:30 to 11:55 a.m. in the Board Room. The Investments Subcommittee met from 8:25 to 9:10 a.m. in the Board Conference Room. The Committee on Administration, Buildings and Grounds met from 9:30 to 10:45 a.m. in Blow Hall Room 201.

Those present on Thursday morning were:

Mari Carmen Aponte  
Mirza Baig  
Victor K. Branch  
Warren W. Buck III  
S. Douglas Bunch  
Sue H. Gerdelman  
James A. Hixon  
Barbara L. Johnson  
Anne Leigh Kerr  
John E. Littel

William H. Payne II  
Charles E. Poston  
Lisa E. Roday  
J.E. Lincoln Saunders  
Karen Kennedy Schultz  
H. Thomas Watkins III  
Brian P. Woolfolk  
Faculty Representatives: Catherine Forestell  
Tiffany Birdsong  
Student Representatives: Kelsey Vita  
Solomon Asare

Others present were:

Katherine A. Rowe  
Debbie L. Sydow  
Peggy Agouris  
Virginia M. Ambler  
Henry R. Broaddus  
Samantha K. Hoge  
Samuel E. Jones  
Matthew T. Lambert

Amy S. Sebring  
Kent B. Erdahl  
Michael J. Fox  
W. Fanchon Glover  
Jeremy P. Martin  
Brian W. Whitson  
Sandra J. Wilms

Also in attendance were W&M Staff Liaison Joseph Wheelless, University Counsel Carrie Nee and other W&M and RBC faculty and staff.

At 11:55 a.m., the Board traveled to the Fraternity/Sorority Community Building for lunch with students and staff, before returning to the Board Room at 1:45 p.m.

The Committee on the Student Experience met from 2:00 to 3:30 p.m. in Blow Hall Room 201, while the Committee on Audit, Risk and Compliance met from 2:00 to 2:51 p.m. in the Board Room.

At 3:45 p.m., the Rector convened the Board as a committee of the whole for the **ad hoc Committee on Organizational Sustainability and Innovation**. Mr. Watkins presided as chair and briefly outlined the agenda. Following opening remarks by Mr. Watkins and co-chair Mr. Baig, Mr. Watkins called on Chief Diversity Officer Chon Glover to report on diversity initiatives, noting that at the July retreat the Board had asked the administration to develop a diversity dashboard. Ms. Glover discussed faculty hiring and retention and climate on campus. President's Office Chief of Staff Jeremy Martin reviewed data from Institutional Research on the faculty career pathways study. A brief discussion ensued.

As co-chair of the 2019-20 Strategic Planning Steering Committee, Mr. Martin provided an update on the strategic planning initiative and a discussion ensued. He noted that there would be a strategic planning forum on October 1 that would be live-streamed and encouraged attendance.

Senior Vice President for Finance and Administration Sam Jones and Provost Peggy Agouris provided an update on the Tech Talent program and the Institutional Partnership Performance Agreement.

Following discussion, Mr. Watkins moved that the Committee on Organizational Sustainability and Innovation convene in Closed Session for discussion of the award of a public contract involving the expenditure of public funds where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body, as provided for in Section 2.2-3711.A. 29., of the Code of Virginia. Motion was

seconded by Mr. Hixon and approved by voice vote. The observers were asked to leave the room and the Committee went into closed session at 4:42 p.m.

The Committee reconvened in open session at 5:25 p.m. Mr. Watkins reviewed the topic discussed during closed session, then moved to adopt the Resolution certifying that the closed session was held in compliance with the Freedom of Information Act. Motion was seconded by Ms. Roday and approved by roll call vote of the Board members conducted by Secretary to the Board Michael Fox. (Certification **Resolution** is appended.)

Following the conclusion of the committee meetings, the Board moved to the Wren Building and assembled in the Blue Room for the annual ceremony which includes reading of the Board pledge, pinning of new members and signing of the Board Roster Book, as well as a Board photograph.

On Friday, September 27, the Board reconvened in the Board Room. The Committee on Financial Affairs met from 8:00 to 9:20 a.m.

Following a short break, the Rector convened the full Board at 9:30 a.m.

Those present on Friday were:

Mari Carmen Aponte  
Mirza Baig  
Victor K. Branch  
Warren W. Buck III  
S. Douglas Bunch  
Sue H. Gerdelman  
Barbara L. Johnson  
James A. Hixon  
Anne Leigh Kerr  
John E. Littel

William H. Payne II  
Charles E. Poston  
Lisa E. Roday  
J.E. Lincoln Saunders  
Karen Kennedy Schultz  
H. Thomas Watkins III  
Brian P. Woolfolk  
Faculty Representatives: Catherine Forestell  
Tiffany Birdsong  
Student Representative: Kelsey Vita

Others present were:

Katherine A. Rowe  
Peggy Agouris  
Virginia M. Ambler  
Henry R. Broaddus  
Samantha K. Huge  
Samuel E. Jones  
Matthew T. Lambert

Amy S. Sebring  
Kent B. Erdahl  
Michael J. Fox  
W. Fanchon Glover  
Jeremy P. Martin  
Brian W. Whitson  
Sandra J. Wilms

Also in attendance were Staff Liaison Joseph Wheeless, University Counsel Carrie Nee, Dean Kate Conley, Dean John Wells, Vice Provost Ann Marie Stock and other William & Mary faculty and staff.

Rector John E. Littel welcomed the two new Board members, Mari Carmen Aponte and Charles Poston; the new W&M staff liaison and student representative, Joe Wheeless and Kelsey Vita; the new RBC faculty representative Tiffany Birdsong and returning W&M faculty representative Cathy Forestell, new Provost Peggy Agouris and ACE Fellow Roz Hargraves. The Rector thanked the student and faculty representatives to the committees and thanked the staff who support all of the committees.

In his opening remarks the Rector commented on the retreat in July and the Board's goals for the coming year.

In her opening remarks, President Katherine Rowe commented that the administration would be focused during the academic year on whole institution thinking, the strategic planning process, completing the campaign successfully and advancing organizational sustainability to promote financial sustainability.

Recognizing that a quorum was present, the Rector asked for a motion to adopt the minutes of the annual meeting of April 24-26, 2019, and the Board Retreat on July 24-25, 2019. Motion was made by Mr. Hixon, seconded by Mr. Watkins and approved by voice vote.

The Rector called on the Secretary of the Board. Ms. Gerdelman moved that the Board of Visitors of William & Mary convene in Closed Session for the purpose of approving personnel actions involving specific employees pertaining to the appointments, promotions, tenure, and leaves of specific instructional faculty; discussing the evaluation of the performance of departments or schools; to discuss the evaluation of departments exercising restructured authority where such discussion will necessarily involve identifiable university employees; for consideration of the acquisition and disposition of real property where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body; for discussion of the award of a public contract involving the expenditure of public funds where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body; to discuss reports or plans related to the security of any governmental facility, building or structure or the safety of persons using such facility, building or structure; and pursuant to Virginia Code Sec. 23.1-1241 where discussion in open session would affect the bargaining position or negotiating strategy of the public body; as provided for in Section 2.2-3711.A.1., 3., 19., and 29., of the Code of Virginia. Motion was seconded by Mr. Hixon, and approved by voice vote. The observers were asked to leave the room and the Board went into closed session at 9:58 a.m.

The Board reconvened in open session at 10:13 a.m. Ms. Gerdelman reviewed the topics discussed during closed session for the benefit of the observers, and then moved adoption of the Resolution certifying that the closed session was held in compliance with the Freedom of Information Act. Motion was seconded by Mr. Buck and approved by roll call vote conducted by Secretary to the Board Michael Fox. (Certification **Resolution** is appended.)

The Rector called for the reports of the standing committees.

Ms. Johnson reported for the **Richard Bland College Committee** and briefly reviewed the agenda.

On behalf of the Committee, Ms. Johnson recommended adoption as a block Resolutions 1 through 8:

- **Resolution 1**, Resolution to Approve 2020-2026 Capital Outlay Budget
- **Resolution 2**, Resolution to Approve Unfunded Scholarships
- **Resolution 3**, Resolution to Approve 2020-2026 Six-Year Plan
- **Resolution 4**, Resolution to Approve FY21 Operating and Capital Budget Requests
- **Resolution 5**, Resolution to Approve Revisions to the Discrimination, Harassment, Sexual Misconduct & Retaliation Policy
- **Resolution 6**, Resolution to Approve the College Workforce Planning and Development Report
- **Resolution 7**, Appointments to Fill Vacancies in the Instructional Faculty
- **Resolution 8**, Appointments to Fill Vacancies in the Professional Faculty

The Rector advised that resolutions approved by Board committees do not require a second after a motion is made, then called the vote. **Resolutions 1 through 8** were approved by voice vote.

Mr. Woolfolk reported for the **Committee on Audit, Risk and Compliance** and briefly reviewed the agenda. There were no action items.

Ms. Gerdelman reported for the **Committee on Institutional Advancement** and briefly reviewed the agenda. There were no action items.

Ms. Roday reported for the **Committee on the Student Experience** and briefly reviewed the agenda. There were no action items.

Mr. Payne reported for the **Committee on Administration, Buildings and Grounds** and briefly reviewed the agenda.

On behalf of the Committee, Mr. Payne recommended adoption as a block Resolutions 14 through 18:

- **Resolution 14**, Resolution to Approve Modification to 2020-2026 Six-Year Capital Plan

- **Resolution 15**, Resolution of the Board of Visitors of William & Mary Declaring the Intention to Reimburse the Cost of Certain Expenditures: Renovate Dormitories
- **Resolution 16**, Resolution of the Board of Visitors of William & Mary Declaring the Intention to Reimburse the Cost of Certain Expenditures: Improve Athletic Facilities
- **Resolution 17**, Resolution of the Board of Visitors of William & Mary Virginia College Building Authority Financing Authorization: Improve Athletic Facilities
- **Resolution 18**, Resolution to Approve University Workforce Planning and Development Report

The Rector called the vote. **Resolutions 14 through 18** were approved by voice vote.

Mr. Payne moved adoption of **Handout Resolution 25**, Appointment of W&M Building Official. Motion was seconded by Ms. Roday and approved by voice vote. (**Resolution 25** is appended.)

Mr. Payne moved to accept the recommendation made in closed session; namely, that the Committee recommend to the Board that the President or her designee be authorized to pursue gubernatorial approval of the proposed real estate transaction described in closed session and to execute all necessary documents to effectuate the transaction provided such approval is granted. Motion was seconded by Ms. Roday and approved by voice vote.

Mr. Hixon reported for the **Committee on Financial Affairs** and briefly reviewed the agenda.

On behalf of the Committee, Mr. Hixon recommended adoption as a block Resolutions 19, 20-R, 21, 22, and 23:

**Resolution 19**, William & Mary 2020-2026 Six-Year Plan

**Resolution 20 REVISED**, William & Mary 2020-2022 Operating Budget Requests

**Resolution 21**, Revision to the Investment and Spending Policy for Endowment

**Resolution 22**, Virginia Institute of Marine Science 2020-2026 Six-Year Plan

**Resolution 23**, Virginia Institute of Marine Science 2020-2022 Operating Budget Requests

The Rector called the vote. **Resolutions 19, 20-R, 21, 22, and 23** were approved by voice vote (**Resolution 20-R** is appended.)

Mr. Baig reported for the **Investments Subcommittee** and briefly reviewed the agenda. There were no action items.

Mr. Bunch reported for the **Committee on Academic Affairs** and briefly reviewed the agenda.

On behalf of the Committee, Mr. Bunch recommended adoption as a block Resolutions 9 through 13:

- **Resolution 9**, Appointments to Fill Vacancies in the Instructional Faculty
- **Resolution 10**, Designated Professorships
- **Resolution 11**, Faculty Leaves of Absence
- **Resolution 12**, Award of Academic Tenure
- **Resolution 13**, Resolution to Approve a Bachelor of Arts/Bachelor of Science Program in Health Sciences

The Rector called the vote. **Resolutions 9 through 13** were approved by voice vote.

Mr. Watkins reported for the **Ad Hoc Committee on Organizational Sustainability and Innovation** and briefly reviewed the agenda. There were no action items.

Faculty representative to the Board Professor Cathy Forestell gave a report on the activities of the Faculty Assembly and priorities for the upcoming year. Staff Liaison Joe Wheelless gave a report on the activities of the Professionals and Professional Faculty Assembly and the Staff Assembly, and thanked Jeremy Martin for keeping Assembly presidents updated on the strategic planning process. Student representative to the Board Kelsey Vita gave a report on the activities of the Student Assembly, and the areas of focus for her administration during the upcoming year. A discussion ensued.

Warren Buck reported as the Board representative on the Monroe Legacy Working Group and the 1619-2019 Commemoration Commission. He provided an update on Highland activities, including the recent Mellon grant award and the reorganization of Highland, and reported that the Monroe Commission would be holding their retreat next week to discuss their reorganization.

For the report on the 1619-2019 Commission, Mr. Buck provided an update on recent and upcoming events, noting the big event in November is the ASWAD conference with special guest, Ta’Nehisi Coates.

There was no Old Business.

Under New Business, the Rector reported that the revisions to the Bylaws had been circulated within the 30-day notice as required. Noting that no changes had been received, Mr. Littel moved adoption of **Resolution 24**, Revisions to the *Bylaws* of the Board of Visitors. Motion was seconded by Ms. Aponte and approved by voice vote. The Rector thanked Ms. Johnson and Mr. Payne for working with Mr. Fox on the revisions.

The Rector commented on the development of guidelines for public comment for William & Mary tuition/budget hearings, noting that as of July 1, 2019, the Code of Virginia requires governing boards to conduct public hearings on undergraduate tuition and mandatory fees and to develop guidelines for conducting the public comment period. The



William & Mary public comment hearing will be held on Tuesday, October 22, from 3:30 to 4:30 p.m. and asked members of the Board who plan to attend to let Mr. Fox know.

Mr. Littel moved adoption of **HANDOUT Resolution 26**, Guidelines for Public Comment Period on Tuition/Fee Increases. Motion was seconded by Mr. Hixon and approved by voice vote. (**Resolution 26** is appended.)

The Rector called on the Secretary of the Board. Ms. Gerdelman moved that the Board of Visitors of William & Mary convene in Closed Session to discuss specific personnel and the performance goals of the presidents of William & Mary and Richard Bland College; to discuss internal investigations involving identifiable students and/or employees; for consultation with legal counsel and briefings by staff members pertaining to actual or probable litigation and consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel as provided for in Section 2.2-3711.A.1., 2., 7., and 8. of the Code of Virginia. Motion was seconded by Mr. Watkins. Observers were asked to leave the room and the Board went into closed session at 11:00 a.m.

The Board reconvened in open session at 12:02 a.m. Ms. Gerdelman reviewed the topics discussed during closed session for the benefit of the observers, and then moved adoption of the Resolution certifying that the closed session was held in compliance with the Freedom of Information Act. Motion was seconded by Mr. Payne and approved by roll call vote conducted by the Secretary of the Board Ms. Gerdelman. (Certification **Resolution** is appended.)

A short training session on the new platform for the delivery of Board agenda materials was led by Sarah Miller, Client Advocate from BoardEffect, and Patty Herrera Cox, W&M Information Technology Application Administrator. A discussion ensued. The new BoardEffect platform will be used for delivery of the November agenda materials.

Following brief closing remarks, and there being no further business, the Board adjourned at 12:47 p.m.

September 26, 2019

CERTIFICATION OF CLOSED SESSION

WHEREAS, the Board of Visitors Committee on Organizational Sustainability and Innovation has convened a closed session on this date pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia Freedom of Information Act; and

WHEREAS, §2.2-3712.D. of the Code of Virginia requires a certification by this Committee that such closed session was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED, That the Committee on Organizational Sustainability and Innovation, reconvening in open session, hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed session to which this certification applies, and (ii) only such public business matters as were identified in the motion convening the closed session were heard, discussed or considered by the Committee on Organizational Sustainability and Innovation.

VOTE

AYES: 17

NAYS: 0

ABSENT DURING CLOSED SESSION:



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H. Thomas Watkins III  
Co-Chair  
Committee on Organizational Sustainability  
and Innovation

Board of Visitors

September 27, 2019

**CERTIFICATION OF CLOSED SESSION**

WHEREAS, the Board of Visitors of William & Mary has convened a closed session on this date pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia Freedom of Information Act; and

WHEREAS, §2.2-3712.D. of the Code of Virginia requires a certification by this Board of Visitors that such closed session was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED, That the Board of Visitors, reconvening in open session, hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed session to which this certification applies, and (ii) only such public business matters as were identified in the motion convening the closed session were heard, discussed or considered by the Board of Visitors.

**VOTE**

AYES: 17

NAYS: 0

**ABSENT DURING CLOSED SESSION:**

  
\_\_\_\_\_  
John E. Littel  
Rector

**WILLIAM & MARY**

**APPOINTMENT OF W&M BUILDING OFFICIAL**

WHEREAS, the Higher Education Restructuring Act and associated Management Agreement provides the President with authority to designate a Building Official responsible for building code compliance for the university, including the Virginia Institute of Marine Science, by either (i) hiring an individual to be the Building Official, or (ii) continuing to use the services of the Department of General Services, Division of Engineering and Buildings, to perform the Building Official function; and

WHEREAS, the university has determined that its current approach does not provide sufficient capacity for the timely review of building plans and associated project inspections; and

WHEREAS, the Department of General Services, Division of Engineering and Buildings, has indicated it has the capacity to serve as the university's Building Official including code review and inspections for new projects as well as projects on the main campus and at VIMS that are early in the design process; and

WHEREAS, on the recommendation of the Senior Vice President for Finance and Administration, the President wishes to enter into a memorandum of understanding with the Department of General Services, Division of Engineering and Buildings, to provide such services;

THEREFORE, BE IT RESOLVED, That the Board of Visitors authorizes the Senior Vice President for Finance and Administration to enter into a Memorandum of Understanding with the Department of General Services, Division of Engineering and Buildings, to provide such services,

BE IT FURTHER RESOLVED, That the Senior Vice President for Finance and Administration shall report annually to the Board regarding the effectiveness and efficiency of this program.

**WILLIAM & MARY**  
**2020-2022 OPERATING BUDGET REQUESTS**

William & Mary has received guidance from the Governor's Office, the Secretary of Education, and the Virginia Department of Planning and Budget (DPB) related to operating budget requests that will be considered by the Governor as part of the Commonwealth's 2020-22 budget development. Consistent with items outlined in the university's Six-Year Plan, William & Mary submitted four funding requests as described below and one requested language amendment to enable the university's desire to work with nongovernmental organizations interested in sponsoring research activities. The budget requests are outlined below:

**PRIORITY 1 – CONTINUE TO EXPAND WILLIAM & MARY'S DATA SCIENCE MAJOR**

**Funding Request:**

<b><u>FY21</u></b>	<b><u>FY22</u></b>
\$380,000 GF	\$380,000 GF
2.0 FTE	2.0 FTE

The Governor and General Assembly generously provided \$570,000 GF to support three faculty lines as W&M expands its Data Science minor to a major. The university is already actively recruiting for new faculty in this area. The university requests an additional \$380,000 GF in each year to fund an additional two faculty so that W&M can expand the program to meet student and industry demand.

**PRIORITY 2 – EXPAND STUDENT INTERNSHIP OPPORTUNITIES**

**Funding Request:**

<b><u>FY21</u></b>	<b><u>FY22</u></b>
\$401,900 GF	\$466,700 GF

Consistent with the university's on-going discussions with legislative and executive branch leaders, W&M seeks \$401,900 GF in FY21 and \$466,700 GF in FY22 as the 50% match to institutional funds, which will provide stipends for full-time internships during the Fall, Spring or Summer semester and funding for a new internship coordinator position. With these funds, W&M expects to place 70 undergraduate students in FY21 and 85 in FY22 into paid internships across the Commonwealth.

**PRIORITY 3 – CREATE A FACULTY INDUSTRY-PARTNERS FELLOWS PROGRAM**

<b>Funding Request:</b>	<b><u>FY21</u></b>	<b><u>FY22</u></b>
	\$200,000 GF	\$200,000 GF

W&M requests funding to launch a new pilot program that will embed 5 faculty members in regional industries during FY21 and up to 10 faculty in the following years. By working in leading and emerging industries around the Commonwealth, faculty will be able to bring “real world” experience to their teaching and research. Concurrently, regional corporations will benefit from having in-house expertise in academic disciplines that complement their permanent workforce. William & Mary requests \$200,000 GF in each year to support this effort. Funds will be used to provide temporary housing to faculty embedded in companies outside of the Williamsburg region, to hire adjunct faculty, if needed, to cover teaching loads on campus while faculty complete the program, and to support staffing costs associated with developing this program. If successful, William & Mary anticipates the program will be funded through institutional resources in the 2022-2024 biennium and beyond.

**PRIORITY 4 – O&M FOR NEW FACILITIES**

<b>Funding Request:</b>	<b><u>FY21</u></b>	<b><u>FY22</u></b>
	\$ 77,900 GF	\$507,700 GF

W&M requests funding to support the operation and maintenance of new facilities coming on line in the 2020-2022 biennium. The request includes \$198,200 GF in FY21 to support full year funding for the renovated Alumni House. In FY22, the university requests \$1,291,900 GF to cover ongoing cost for the Alumni House plus full year costs associated with the Fine and Performing Arts Complex, Phases 1 and 2.

**LANGUAGE AMENDMENT ONLY – ACCOMMODATE RESEARCH FUNDING**

William & Mary requests the following language be added to Section 4-2.01 of the Appropriation Act to allow institutions of higher education to accept binding arbitration and to acknowledge the application of laws of another jurisdiction when entering into agreements or contracts with nonprofit organizations.

*INSERT: Section 4-2.01 a. 5) “Notwithstanding any other provision of law, public institutions of higher education may enter into agreements or contracts with nonprofit organizations that provide funding for research or other mission related activities and require use of binding arbitration or application of the laws of another jurisdiction.”*

**WHEREAS** the requested budget amendments are consistent with the university's Six-Year Plan; and

**WHEREAS** it is in the mutual interest of the Commonwealth of Virginia and the university to be able to enter into contracts with nongovernmental organizations that provide funding for research or other mission-related activities,

**NOW THEREFORE, BE IT RESOLVED** that the Board of Visitors approves the administration's proposed operating budget requests and requested language amendment.

**WILLIAM & MARY**

**GUIDELINES FOR PUBLIC COMMENT PERIOD  
ON TUITION/FEE INCREASES**

As of July 1, 2019, Section 23.1-307 (D) and (E) of the Code of Virginia requires governing boards to conduct public hearings on increases in undergraduate tuition and mandatory fees. The Code also requires governing boards to develop guidelines for conducting the public comment opportunity. The following proposed guidelines are recommended to the Board for approval.

THEREFORE, BE IT RESOLVED, That the Board approves the Guidelines for Public Comment Period on W&M Tuition/Fee Increases, as proposed, effective immediately.



**GUIDELINES FOR WILLIAM & MARY PUBLIC COMMENT PERIOD ON  
TUITION/FEE INCREASES**

- William & Mary will hold a budget hearing for the public followed by a comment period whenever any type of tuition increase is proposed, including but not limited to in-state, out-of-state, undergraduate, graduate, and differential tuition rates for specific programs. This workshop/public comment period will be held during the 30-day window between the date that the public notice is given of the range of the tuition/mandatory fee increase and the Board's vote on tuition and fees. Public notice for these meetings will be given as required by law.
- At least three BOV members will be present for the public comment period, including at a minimum the Rector or Vice Rector and a member of the Committee on Financial Affairs.
- The hearing will begin with a presentation delivered by the university administration that gives the background and history of the university's tuition and fees and factors considered in developing the proposed percentage change and will be followed by a public comment period.
- Speakers can sign up on a first-come, first-served basis for the public comment period. Speakers will be asked to specify their affiliation with the university, e.g., current student, parent, alum, faculty/staff, member of the public, etc.
- Following the presentation, the public comment period will be held for 60 minutes. Additional time may be allotted if needed based on the number of those present who have not spoken.
- Each speaker will be requested to limit their comments to only proposed tuition and fees and their intended uses. Speakers wishing to have their comments entered in the public record must bring a copy.
- Written comments will also be accepted from the date that the public notice is issued and may be submitted in hard copy, via email, or online. Instructions for doing so will be included in the public notice.
- The full Board of Visitors will be sent all written comments following the public hearing.
- The BOV periodically will review these public comment guidelines, re-evaluate the time allotted for public comment based on demand, and modify the guidelines as appropriate.

Board of Visitors

September 27, 2019

**CERTIFICATION OF CLOSED SESSION**

WHEREAS, the Board of Visitors of William & Mary has convened a closed session on this date pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia Freedom of Information Act; and

WHEREAS, §2.2-3712.D. of the Code of Virginia requires a certification by this Board of Visitors that such closed session was conducted in conformity with Virginia law;

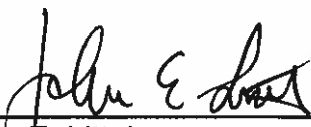
NOW, THEREFORE, BE IT RESOLVED, That the Board of Visitors, reconvening in open session, hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed session to which this certification applies, and (ii) only such public business matters as were identified in the motion convening the closed session were heard, discussed or considered by the Board of Visitors.

VOTE

AYES: 17

NAYS: 0

ABSENT DURING CLOSED SESSION:

  
\_\_\_\_\_  
John E. Littel  
Rector