

**Faculty Assembly Meeting
Minutes for January 29, 2019
3:30-5:00 pm
Blow Hall Board Room**

Officers Present: Jack Martin (President), Tom Ward (Vice President), Chris Abelt (Secretary) and Cathy Forestell (Faculty Representative to the Board of Visitors)

Other Members Present: David Armstrong, Mark Brush, Lynda Butler, Carl Friedrichs, Jennifer Kahn, , Michael Luchs, Alan Meese, Jennifer Mellor, Pieter Peers, Christy Porter, John Riofrio, Sophia Serghi, Molly Swetnam-Burland and Megan Tschannen-Moran

Members Absent: Rowan Lockwood and Scott Swan

Others in Attendance: Michael Halleran (Provost), Ann Marie Stock (Vice Provost for Academic and Faculty Affairs), Terry Meyers (Parliamentarian) and Chris Nemacheck (Director, Center for the Liberal Arts)

1. Call to order

Mr. Martin called the meeting to order at 3:32 pm.

2. Approval of the Minutes for December 11, 2018

The minutes were approved.

3. Provost's Report

Charter Day features the inauguration of President Katherine Rowe and the re-investiture of Chancellor Robert Gates. Two tiger teams have been formed to look at an expanded summer school and at continuing education. Two bills in the General Assembly may affect the College. One deals with enabling MOUs (memoranda of understanding) as a result of the Amazon decision and the other involves IPPAs (institutional participation and performance agreements).

4. Proposed Changes to the Faculty Assembly Constitution

Changes to the Constitution were considered *ad seriatim*. A red-lined version is attached. Article I: Section 8, strike "reports on personnel matters, including." Section 10, change "express opinions" to "adopt resolutions." Approved 18-0. Article II: an amendment to strike Section 4 received 8 votes and was not accepted. Approved 18-0. Article III: Section 2, strike "with at least five years in that status at the College at the time of their election." Approved 18-0. Article IV: Section 1, the amendment to replace it with "all full-time continuing faculty from all units may stand for, and vote in, elections for Faculty Assembly" was not accepted (1-16-1). Section 4, the amendment to strike this section was not accepted (3-15). Approved 17-1. Articles V and VI: approved 18-0. The revised constitution was approved 17-1. The term "College" may be replaced with "university."

5. Center for Teaching and Learning

Mr. Brush gave a report on the advisory committee's activities. Their report will be delivered on Feb. 14th. The group concluded that a physical space is needed and that not having a center makes the College an outlier with its peers. A center will show a strong commitment to student learning and innovative teaching. The group looked at centers at other schools, conducted surveys

and held a workshop with Prof Alison Cook-Sather, Director, Teaching and Learning Institute, Bryn Mawr and Haverford Colleges. Some key characteristics for the center are a physical space (probably in Swem), a method to obtain support and consultation, a director, staff and an advisory committee, a website, core resources and a comprehensive plan for professional development. The goals of the center are to enhance teaching effectiveness, foster innovation, allocate resources and develop strategic partnerships. Ms. Nemacheck mentioned that new ideas could be vetted by students as user-testers.

6. Adjourn

The remaining agenda items were tabled and the meeting was adjourned at 5:05 pm.

Prepared by Chris Abelt

Constitution

ARTICLE I

~~Name~~ Purpose and Authority

~~The name of this organization shall be t~~Section 1. The Faculty Assembly (or the Assembly)
of the College of William and Mary in Virginia (or William & Mary) is the elected faculty
body that regularly advises, hereinafter referred to as the Assembly.

ARTICLE II

~~Purpose~~

~~The purpose of the Assembly shall be to advise~~ the President and the Provost on matters
affecting the welfare of the university and ~~to ensure~~that ensures effective faculty participation
in the governance of the university as a whole.

ARTICLE III

~~Jurisdiction~~

~~Section 1. The Assembly shall regularly advise the President and the Provost on~~
~~matters affecting the welfare of the university.~~

Section 2. The Assembly shall assess the impact of proposed programs and proposed changes
in existing programs that affect more than one faculty or ~~school or~~ significantly affect the
university's resource allocation or educational mission. The Assembly will evaluate the
impact of university plans on educational policy, admission~~s~~-policy, student affairs,
personnel policy, and resource allocation within the university.

Section 3. The Assembly through its Executive Committee shall provide faculty liaison to the Board of Visitors and shall provide faculty representation to all long-range planning committees, ~~including the Faculty Committee on University Priorities (FCUP) and its successors.~~

Section 4. The Assembly shall have the authority to establish its own committees and bylaws.

Section 5. At its discretion, the Assembly shall call university-wide faculty meetings.

Section 6. The Assembly shall recommend ~~appointment of the~~ faculty representatives to all university-wide appointed committees. At its discretion, it may delegate these recommendations to the faculties.

~~Section 5. The Assembly may review and make its own recommendations on policy changes proposed by standing or ad hoc university-wide committees.~~

Section ~~7~~⁶. The Assembly shall review periodically the jurisdiction, composition, and activities of the university-wide committees; and shall recommend changes it deems necessary. Such a review ~~will~~^{should} be conducted at least once every four years.

Section 8. The Assembly shall review reports on personnel matters, including personnel policies, tenure and promotion standards, recruitment policies, and the policy aspects of faculty compensation and benefits.

Section 9. The Assembly may review and make its own recommendations on policy changes proposed by standing or ad-hoc university-wide committees.

Section ~~10~~⁷. The Assembly may formulate recommendations on matters that are not under the direct jurisdiction of standing or ad-hoc university-wide committees. It may express opinions on matters affecting the university as it deems appropriate.

Section 11. The Assembly shall collect information relating to matters of concern to the

faculty and ascertain the priorities of the faculty.

Section 128. The Assembly shall have timely access to the agendas of the Board of Visitors, reports of all university-wide committees, and preliminary drafts of the university budget.

Section 913. The Assembly's jurisdiction shall not supersede the authority of the constituent faculties as provided in their bylaws and approved by the Board of Visitors.

ARTICLE ~~II~~^V

Representation

Section 1. The Assembly shall represent the five faculties of the university: the Faculty of Arts and Sciences (Arts & Sciences) and the separate faculties of the schools of Business, Education, Law, and Marine Science.

~~_ be composed of twenty one members. In some years, the Assembly may also include one additional NTE member as provided in Section 4.~~

Section 2. ~~Twenty one members shall representing seven constituencies: the Areas I, II, and III of the Faculty of Arts and Sciences, the Schools of Business, Education, Law, and Marine Science. Each of the Arts & Sciences constituencies shall be assigned four seats; each of the Schools, two seats; the faculty representative to the Board of Visitors shall have one seat.~~Constituencies. The five faculties shall be divided into seven constituencies: Arts & Sciences departments shall be divided into Areas I, II, and III as defined in the Arts & Sciences Bylaws; the schools of Business, Education, Law, and Marine Science shall each constitute one constituency.

Section 3. Proportionality. The Assembly shall include twenty elected members representing seven constituencies. Each of the Arts & Sciences constituencies shall be assigned four seats; each of the other constituencies, two seats.

Section 4. Each constituency shall have no more than one elected non-tenure eligible (NTE) representative on the Assembly at any given time.

Section ~~54~~. If, at the time of the Annual Meeting, no NTE faculty would otherwise be one of the elected members ~~described in Section 2~~ for the coming year, the Executive Committee will appoint a non-voting representative from the NTE faculty to serve on the Assembly for a term of ~~three years~~ one year, which is renewable at the discretion of the Executive Committee.

Section ~~65~~. “Assembly-eligible” faculty means those faculty members ~~of the faculty~~ eligible to serve on the Assembly as provided in III.2 ~~under Article V, Section 4~~. Should the ratio of Assembly-eligible faculty in Arts & Sciences to Assembly-eligible faculty in the sSchools fall below 11:9 or rise above 4:1, the allocation of seats between Arts & Sciences and the sSchools shall be reconsidered and a recommendation made to the Assembly by the Executive Committee.

ARTICLE ~~III~~V

Membership

Section 1. The Assembly shall be composed of twenty-one voting members. Twenty of those shall be elected to represent the constituencies (II.2). The faculty representative to the Board of Visitors shall be an additional voting member of the Assembly, ex officio. In some years, the Assembly may include one additional non-voting NTE member as provided in II.5.

Section 2. Eligibility. The membership of the Assembly shall be limited to tenured and tenure- eligible faculty, and to continuing full-time ~~non-tenure eligible faculty (NTEs)~~ NTE faculty with at least five years in that status at the College at the time of their election.

Section ~~32~~. Terms. The elected members of the Assembly shall serve for terms of three years so adjusted that the terms of approximately one-third of the members shall assume office at the first regular meeting of each academic year. A member shall be eligible for re-election to one additional consecutive term, following which two years must pass before he or she is again eligible. For purposes of eligibility, a partial term, to fill out the unexpired term of some other elected member or for any other reason, shall be counted as a full term.

Section ~~43~~. Vacancies shall be filled promptly through election by the original constituency.

Section ~~54~~. The ~~Provost shall serve as a non-voting administrative faculty~~ representative to the ~~Board of Visitors shall be a member of the~~ Assembly, ~~ex officio~~.

ARTICLE ~~VII~~IV

Voting Privileges ~~of Faculty and Members~~

Section 1. Each faculty at the College shall determine who is a voting member of that faculty. ~~Every voting member of a faculty is eligible to vote~~ for Assembly ~~representation, representatives from that faculty. Voting m~~Members of more than one faculty may vote in only one faculty.

Section 2. Except as otherwise provided in Sections 3 and 4, each member of the Assembly shall have one vote.

Section 3. Any NTE member appointed under ~~Article IV, Section 4II.5~~ will not have voting rights on the Assembly.

Section 4. Elected NTE members will not have voting rights on matters related to tenure and the promotion of tenure-line faculty.

ARTICLE ~~VII~~

Amendment of the Constitution

Section 1. Amendments to this constitution may be proposed by a two-thirds vote of the full Assembly membership, excluding any non-voting member.

Section 2. Ratification of amendments to this constitution ~~shall~~must be ~~by approval~~ ~~of~~approved by 5 out of the 7 of the constituencies of the Assembly ~~(or by Arts & Sciences~~

and two schools), and by the Board of Visitors.

ARTICLE VI

Dissolution of the Assembly

~~After a three year trial period, t~~The Assembly may be dissolved by approval of 5 out of the 7 constituencies of the Assembly (or by Arts & Sciences and two schools).