

MINUTES

Meeting of the Board of Visitors
The College of William and Mary in Virginia

November 18-19, 2004

The Board of Visitors of The College of William and Mary in Virginia met on the Richard Bland College campus in Petersburg and on the William and Mary campus in Williamsburg on Thursday and Friday, November 18-19, 2004.

On Thursday morning, November 18, the Richard Bland College Committee met in the Executive Board Room in the Student Center at Richard Bland College in Petersburg. On Thursday afternoon the ad hoc Committee on Restructuring and the Committees on Buildings and Grounds and Student Affairs met in the Board Room, the Committee on Academic Affairs met in the Board Conference Room and the Executive Committee met in the Rector's Office in Blow Memorial Hall on the William and Mary campus in Williamsburg.

Those present were:

Hunter B. Andrews	Jeffrey L. McWaters
Robert A. Blair	Anita O. Poston
Janet M. Brashear	Michael K. Powell
John W. Gerdelman	Barbara B. Ukrop
R. Philip Herget III	Henry C. Wolf
Susan A. Magill, Rector	Student representatives: Edward J. Rice
Suzann W. Matthews	Faculty representative: Robert B. Archibald

Absent:	William P. Barr	Sarah I. Gore
	Thomas E. Capps	Joseph J. Plumeri, II
	Lawrence S. Eagleburger	

Others present were:

Timothy J. Sullivan	Edward C. Driscoll, Jr.
P. Geoffrey Feiss	Michael J. Fox
Stewart H. Gamage	Lorne Kuffel
Susan H. Pettyjohn	Michael L. Stump
W. Samuel Sadler	Jackson N. Sasser
Courtney Carpenter	Sandra J. Wilms

Also present were Dean of the School of Education Virginia McLaughlin, the Interim Executive Vice President of the Alumni Association John Kane and members of the William and Mary Faculty Liaison Committee.

At 4:30 p.m. the Rector convened the full Board in the Board Room as a committee of the whole. Chair of the Committee on Academic Affairs Michael Powell introduced Provost P. Geoffrey Feiss, who briefly reported on the new initiative to ensure that all students entering the College in the fall of 2006 have a notebook computer. Known as AmyNotebook® the initiative will enter a pilot program phase in the upcoming school year that will provide incoming freshmen with the option of purchasing a laptop through the College. A brief discussion ensued.

Provost Feiss introduced David Brashear, Chair of the Muscarelle Museum of Art Board of Directors.

Mr. Brashear provided an update on the status of the Museum, the development of a financial plan that would rely primarily on private funding and the current search for a new Museum Director. A brief discussion ensued.

Faculty Liaison Committee Chair, Professor of Chemistry Christopher Abelt, introduced three faculty members who reported on international programs. Professor Lynn Pelco discussed the School of Education's Caribbean Service Learning Program. Professor Francie Cate-Arries reported on discovering Southern Spain through undergraduate research. Professor Kris Lane discussed his work in Peguche, Ecuador, and introduced one of his students, Adriana Harvey, who spoke briefly about her experiences.

The **Committee on Student Affairs** convened at 5:20 p.m. Ms. Matthews presided as Chair.

Vice President for Student Affairs Sam Sadler commented briefly about the student hazing incident on October 21, noting six students were being charged by the Commonwealth's Attorney and the College investigation was still pending. A brief discussion ensued.

Student Liaison Committee members Allison Biggs and George Srouer provided an update on student activities. Following the report, Mr. Rice advised that forty student leaders had been invited to meet with members of the Board in the Board Dining Room. Mr. McWaters and Ms. Matthews encouraged members of the Board to make themselves available and talk with the students when on campus.

The Board recessed at 5:20 p.m.

On Friday, November 19, the Committees on Development and Alumni Affairs, Financial Affairs, Athletics and Public Affairs and Economic Development met in the Board Room, the Committee on Audit met in the Board Conference Room and the Committee on Honorary Degrees met in the Rector's Office, prior to the full Board meeting.

At 10:45 a.m. the Rector convened the Board as a committee of the whole in the Board Room.

Those present were:

Hunter B. Andrews
William P. Barr
Robert A. Blair
Janet M. Brashear
John W. Gerdelman
R. Philip Herget III
Susan A. Magill, Rector

Suzann W. Matthews
Jeffrey L. McWaters
Anita O. Poston
Michael K. Powell
Barbara B. Ukrop
Student representative: Edward J. Rice
Faculty representative: Robert B. Archibald

Absent: Thomas E. Capps
Lawrence S. Eagleburger
Sarah I. Gore

Joseph J. Plumeri, II
Henry C. Wolf

Others present were:

Timothy J. Sullivan
P. Geoffrey Feiss
Stewart H. Gamage
Samuel E. Jones
Anna B. Martin
Susan H. Pettyjohn
W. Samuel Sadler

Edward C. Driscoll, Jr.
Michael J. Fox
James R. Golden
Jackson N. Sasser
Michael L. Stump
Sandra J. Wilms
Brian W. Whitson

Also present were Richard Bland College President James B. McNeer and Dean of Administration and Finance Russell Whitaker and College of William and Mary Dean of the School of Education Virginia McLaughlin.

Mr. Gerdelman presided as Chair of the **Committee on Athletics**.

Director of Athletics Terry Driscoll reported on the teams and discussed the graduation report. He outlined the NCAA football playoff schedule, noting that if William and Mary won its last football game against Richmond, the College would host the first playoff game at noon on Saturday, November 27. As long as the team continued to win, William and Mary would host the three subsequent playoff games leading up to the NCAA championship game on December 17 in Chattanooga, Tennessee. There being no further business, the Committee adjourned at 11:05 a.m.

Ms. Poston presided as chair of the **Committee on Public Affairs and Economic Development**.

Ms. Poston briefly commented on her service as a member of the Presidential Search Committee and chair of the subcommittee charged with the development of the Challenge Statement.

Vice President for Public Affairs Stewart Gamage provided background on the development of the Economic Development Office at William and Mary and introduced the Director, Jim Golden. Mr. Golden discussed the office goals and provided an overview of the Economic Development program. He reviewed the proposal submitted to the Williamsburg Community Hospital Re-Use Committee for a graduate-oriented complex anchored by the School of Education, and introduced Dean of the School of Education Virginia McLaughlin to discuss how the School might use the site.

Dean McLaughlin reviewed the profile of the School, research, outreach and service programs, the current facilities and space limitations. She noted the major goals for a new facility and advised that a space study would be undertaken by an outside consultant. Mr. Golden reported that two other options were under consideration by the Hospital Re-Use Committee, one of which was privately developed undergraduate housing. Mr. Sadler and President Sullivan commented on the College's opposition to this option. A brief discussion ensued.

There being no further business, the Committee adjourned at 11:43 a.m.

Following a short break, the Rector called the meeting of the full Board to order in the Board Room at 11:50 a.m.

Those present were:

Hunter B. Andrews
William P. Barr
Robert A. Blair
Janet M. Brashear
Lawrence S. Eagleburger
John W. Gerdelman
R. Philip Herget III
Susan A. Magill, Rector

Suzann W. Matthews
Jeffrey L. McWaters
Anita O. Poston
Michael K. Powell
Barbara B. Ukrop
Student representative: Edward J. Rice
Faculty representative: Robert B. Archibald

Absent: Thomas E. Capps
Sarah I. Gore

Joseph J. Plumeri, II
Henry C. Wolf

Others present were:

Timothy J. Sullivan
P. Geoffrey Feiss
Stewart H. Gamage
Samuel E. Jones
Anna B. Martin
Susan H. Pettyjohn
W. Samuel Sadler

Edward C. Driscoll, Jr.
Michael J. Fox
Fanchon Glover
Jackson N. Sasser
Michael L. Stump
Sandra J. Wilms
Brian W. Whitson

Also present were Richard Bland College President James B. McNeer, Provost Vernon R. Lindquist, Director of Institutional Advancement Richard Rennolds and Dean of Administration and Finance Russell Whitaker; College of William and Mary Dean of the School of Education Virginia McLaughlin and Professor Katherine Kulick of the Faculty Liaison Committee.

In brief opening remarks, the Rector provided an update on the Presidential Search process, noting that the Committee would be meeting later this afternoon.

The Rector reported that she would propose changes in the *Bylaws* of the Board for action at the February meeting to abolish the Committee on Honorary Degrees and incorporate those responsibilities into the Executive Committee. Ms. Magill asked that any other suggestions for changes be forwarded to her so that they might be distributed in compliance with the *Bylaws*.

The Rector asked for any corrections to the minutes of the meeting on September 16-17, 2004. Hearing none, the Rector asked for a motion to approve the minutes. Motion was made by Mr. Powell, seconded by Mr. Blair and approved by voice vote.

The Rector asked for a motion that, pursuant to Section 2.2-3711.A.1., 2., 3., 7., 8. and 10., of the Code of Virginia, the meeting be closed in order to discuss matters pertaining to specific personnel, the consideration of contracts and leaves; disciplinary matters concerning a student; to discuss matters pertaining to the acquisition of real property for a public purpose; briefings by staff members pertaining to actual or probable litigation; to discuss matters pertaining to gifts, bequests and fund raising activities; and to discuss matters pertaining to the consideration of honorary degrees. Motion was made by Ms. Poston, seconded by Mr. McWaters and approved by voice vote. The observers were asked to leave the room and the Board went into closed session at 11:56 a.m.

The Board reconvened in open session at 12:30 p.m. The Rector asked for a motion to adopt the **Resolution** certifying the closed session was held in compliance with the Freedom of Information Act. Motion was made by Ms. Ukrop, seconded by Mr. Herget and approved by roll call vote of the Board members by Secretary to the Board Michael Fox. (Certification **Resolution** is appended.)

Ms. Ukrop reported for the Richard Bland College Committee, noting that the Committee had heard a report from Kelsey Albert, a Richard Bland graduate now a senior at William and Mary, who provided insight on her experience as a transfer student. Ms. Ukrop noted that both institutions would work on improvements to the counseling program.

President McNeer reported that the comments from the Board on the master site plan presentation by Rickmond Engineering were appreciated. The President advised that Ms. Albert=s comments would enable both institutions to improve on their good relationship. A brief discussion ensued.

After brief comments on each, Ms. Ukrop moved adoption as a block of **Resolution 1**, Banner ERM Implementation; **Resolution 2**, 2005-2006 Budget Decision Package; and **Resolution 3**, Comprehensive Master Plan. Motion was seconded by Mr. Blair and approved by voice vote.

Noting that **Resolution 11**, Receipt of the Consolidated Financial Report of The College of William and Mary in Virginia and Richard Bland College for the Fiscal Year Ended June 30, 2004, was a joint resolution, Ms. Ukrop deferred action to the Committee on Financial Affairs.

Mr. Powell reported for the Committee on Academic Affairs and asked Provost Feiss to review brief highlights of his presentation to the Committee on the freshman class. The Provost reviewed statistical information for first-time freshmen including rates of applied, accepted and enrolled, the top decile rank of high school class, Monroe scholars and the Business Masters programs. A brief discussion ensued.

Provost Feiss commented briefly on the revised post-tenure review policy, reviewing the policy and procedure and the reason for the recommended change.

Mr. Powell called for a motion to adopt as a block **Resolution 4**, Appointment to Fill A Vacancy in the Instructional Faculty; **Resolution 5**, Appointments to Fill Vacancies in the Administrative and Professional Faculty; **Resolution 6**, Designated Professorships; **Resolution 7**, Faculty Leave of Absence; **Resolution 8**, Revised Post-Tenure Review Policy; and **Resolution 13**, Designated Professorships, which was discussed in closed session. Motion was seconded by Mr. Barr and approved by voice vote. (**Resolution 13** is appended.)

Mr. McWaters reported for the Committee on Buildings and Grounds, noting that the report had been given in closed session and there were no action items.

Mr. Gerdelman reported for the Committee on Development and Alumni Affairs and reported that the Committee had discussed ways to connect with students when they were freshmen. Alumni Association Interim Executive Vice President John Kane had reviewed young alumni programs while Director of the Fund for William and Mary Patty O=Neill and Interim Vice President for Development Susan Pettyjohn had discussed student initiatives to encourage giving before graduation. Mr. Gerdelman reported progress on the Campaign for William and Mary, noting the goal was \$400 million by June 30, 2005.

Mr. Gerdelman reported on the funding commitment requested by the Muscarelle Museum Board of Directors. Mr. Blair commented that money spent on volunteers goes a long way; he recognized the enormous amount of work done by volunteers, noting that good development support was important. Following a brief discussion, Mr. Gerdelman moved adoption of **Resolution 9**, Establishment of the Muscarelle Museum Fund Functioning as an Endowment. Motion was seconded by Mr. Eagleburger and approved by voice vote.

In the absence of Mr. Capps, Mr. Blair reported for the Committee on Audit. He stated that Director of Internal Audit Michael Stump had reported on projects in process and discussed the proposed work plan. Mr. Blair moved adoption of **Resolution 10**, Approval of 2005 Internal Audit Work Plan. Motion was seconded by Ms. Poston and approved by voice vote.

Mr. Andrews reported for the Committee on Financial Affairs, and moved the adoption of **Resolution 11**, Receipt of the Consolidated Financial Report of The College of William and Mary in Virginia and Richard Bland College for the Fiscal Year Ended June 30, 2004; and **Resolution 12**, Receipt of the Financial Report of the Intercollegiate Athletic Department for the Fiscal Year Ended June 30, 2004. Motion was seconded by Mr. Barr and approved by voice vote.

Ms. Magill moved the adoption of the report of the Committee on Honorary Degrees as given in closed session. Motion was seconded by Mr. Gerdelman and approved by voice vote.

Under old business, in the absence of Mr. Wolf, Ms. Magill reported that the ad hoc Committee on Restructuring had been briefed on the progress of the chartered universities initiative by President Sullivan, Provost Feiss and Vice President Gamage.

Under new business, the Rector advised that Virginia law now mandates that all members of public governing boards must attend a training session on the Conflict of Interest/Ethics in Government Act. Ms. Magill called on Vice President for Administration Anna Martin. Ms. Martin introduced Director of Human Resources Earleen O=Roark who briefly reviewed the new requirements of the law and distributed packets of information containing a certificate of completion and an instructional training session DVD which will need to be viewed prior to December 31, 2004. Upon viewing the DVD, the Board member was instructed to sign the certificate and return it to the Administrative Assistant to the Board, Sandy Wilms, along with their 2004 Financial Disclosure form. A brief discussion ensued.

The Rector moved that, pursuant to Section 2.2-3711.A.1., of the Code of Virginia, the meeting be closed in order to discuss matters pertaining to specific personnel and the consideration of contracts. Motion was seconded by Mr. McWaters and approved by voice vote. All observers were asked to leave the room and the Board went into closed executive session at 1:07 p.m.

The Board reconvened in open session at 1:28 p.m. The Rector moved adoption of the **Resolution** certifying the closed session was held in compliance with the Freedom of Information Act. Motion was seconded by Ms. Ukrop and approved by roll call vote of the Board members by Secretary to the Board Michael Fox. (Certification **Resolution** is appended.)

There being no further business, the Board adjourned at 1:28 p.m.