

Summ 1844 - 8

Faculty
Prof. J. C. Smith
Prof. G. A. Smith
Dr. Richard A. Gray M.D.
Prof. Chemistry & Hygiene
Rev. Dr. B. Barton D.D.
Prof. Greek, Latin & Modern Languages
Prof. J. Taylor M.A.
Prof. J. B. Bell M.D.

Laws & Regulations of the Faculty relating to their own government, reported as being in force by a committee appointed for that purpose, & adopted 21st April 1827.

The Bursar shall be instructed not to appropriate any portion of the productive capital funds of the College to the current expenses thereof, but that he give information to the Society forthwith of the receipt of any such portion of the capital, that the manner of the investment thereof may be directed.

The Bursar shall be instructed to keep a separate account of the Capital of the College, which shall shew of what the capital consists, all changes and investments thereof, and the times when with the particular amounts which may at any time come to his hands: and also a separate income and expenditure account, which shall shew the sources from whence the sums received may have been derived, the time when received and the appropriation thereof; and shall render these accounts semi-annually to the Society.

The Bursar shall render to the Society a quarterly cash account; and be instructed to insist on the punctual payment of Interest on the part of the debtors of the College, and report all delinquents semi-annually to the Society.

The Bursar shall be instructed not to cause the payment of any debt due to the College, which is well and sufficiently secured by Real Estate under a Deed of Trust, or Mortgage, and by Bonds, or by good and sufficient Personal security, so long as the interest is punctually paid; nor on failure to pay the interest, until instructed by the Society; unless the occurrence of some circumstances in the latter case shall in his judgment render it necessary and proper, and which will not admit of delay so as to obtain the advice of the Society.

And, every summer, the President shall cause a sufficient quantity of good Oak or Hickory to be stored in the cellars of the College and secured by sufficient doors and locks. (a)

(a) 27th April, 1828.

Every Professor shall so apportion the Text Books used in Lectures, that an equal quantity as nearly as may be, be given for the Lecture of every day. He shall examine his class at private examinations in the said portions of the Text Books. The books shall be used in the public examinations also. The Professor shall also examine his class at the private and public examinations on the matters added by him to his lectures; in the latter case as time will admit.

In the Mathematical Courses, the Students shall be instructed in the use of the instruments connected therewith, as often as may be convenient and practicable.

Any Resolution offered to this board, whether passed or not, shall be recorded at the request of the mover or any other member.

The matriculation fee of \$5 shall be paid to the President at the time of matriculation and these fees shall constitute a fund to be denominated the Library fund. (a)

Whereas many debtors of the College have permitted the interest which accrued on their Bonds to accumulate for more than 12 months - Be it therefore Resolved That all debtors to the College who shall at any time be so circumstanced shall after receiving 10 days notice from the Treasurer, be forthwith sued, and the Treasurer is hereby directed to bring such suits accordingly: Unless application shall be made by the debtor to the Society and that Body shall be proper to grant further indulgence. (b)

The Faculty shall hold a regular weekly meeting in the Lecture Rooms, on Monday at 12 o'clock, and the several books of the Faculty shall be on the table at every meeting. (c)

The following Rules of Order were adopted by the Society:
1. A member may introduce a proposition without having it seconded.
2. When a proposition is made the mover may accompany it with such prefatory remarks as may be necessary to explain the design.

(a) 7th July, 1821.
(b) 9th July, 1821.

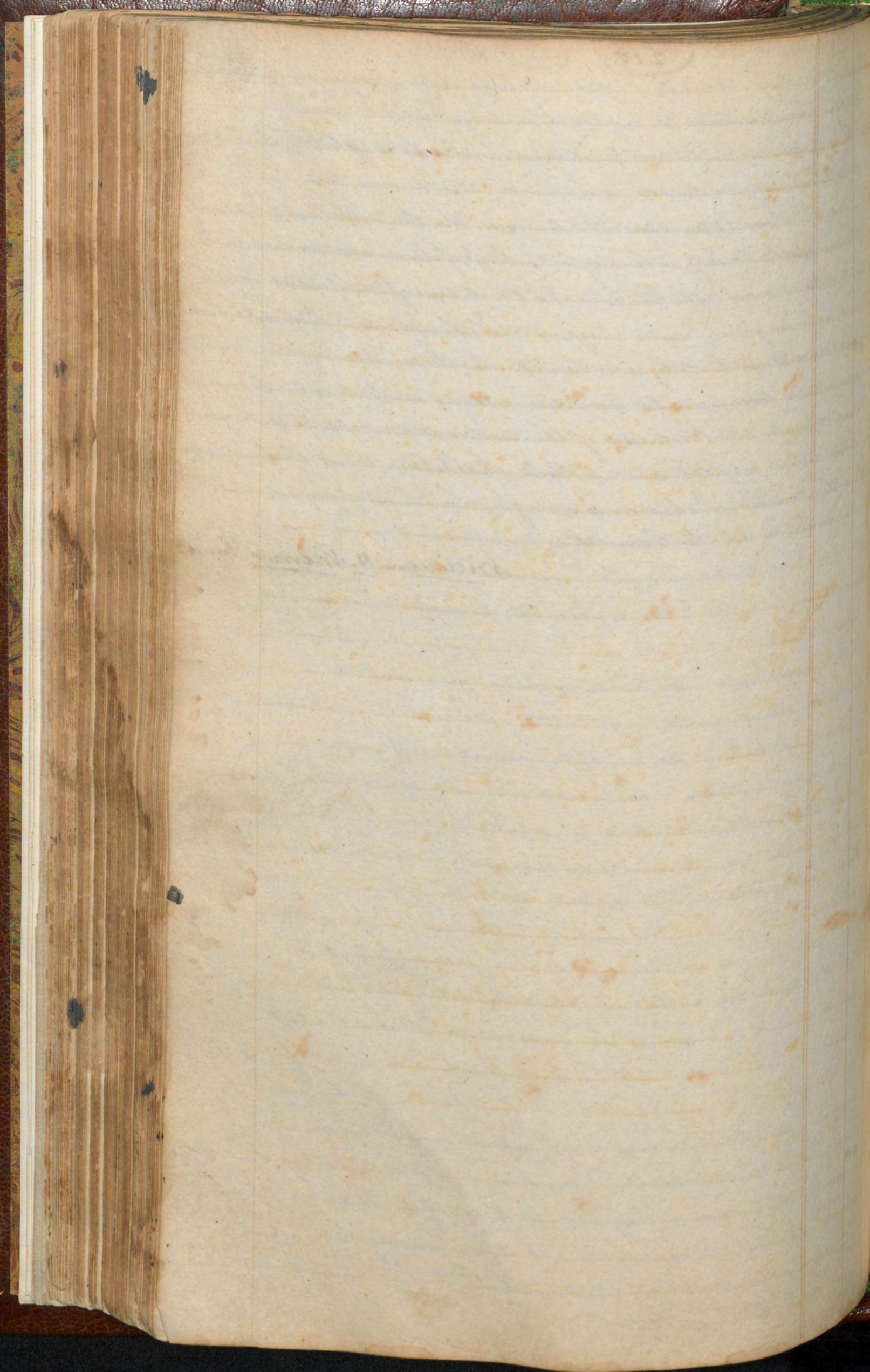
(c) 14th February, 1826.

object of this proposition; after which he shall if required by a member of the Society, reduce his motion to writing.

Resolved That in all questions submitted to this Society, the President be requested to give his vote as a member.

The Committee appointed to revise the Laws and Regulations and Orders of the Society, and to report which of them are now in force, and also to report the Statutes and Resolutions of the Visitors which are now in force, made a report on both subjects, which report was adopted and agreed to by the Society, and the same committee were requested to procure a fit book, and employ a scribe to enter therein such Statutes and Resolutions of the Visitors as are reported to be in force, and to copy the several Rules, Resolutions, Orders and Laws made by the Faculty which are now in force on sheets of paper, under the direction of the Committee. (a)

William A. Wilmer, President.



General regulations governing the Conduct of the Steward, made by the Faculty -

The Steward shall prohibit all servants, excepting those belonging to the Brafferton, & those in the employment of the Professors, from entering the College building after night; and in order to be admitted, the last must have a note in writing -

No meals shall be sent to the private room of a student, unless he be sick, or so much indisposed as to render it unsafe for him to go out.

The Steward shall cause every lodging room to be twice swept and put in good order, daily, and to be scoured once a fortnight; all the passages & steps above stairs shall be swept daily & scoured out once a month.

The Steward is required to make a weekly report to the faculty of every instance of great indecorum or misbehavior by a student, not only at the public table as ordered by the Visitors, but also in his lodging room.

The Steward is to pay particular attention to the prevention of the happening of fire in the students' rooms at College; by occasionally sweeping chimneys &c.

The Steward is required to exercise a watchful care of the safety of all the College buildings and of the premises generally at all times; except the president's house while the president is actually occupying it. He is also required

to prevent when practicable, all depredations on the College lands -

He is to be responsible for the conduct of his servants who wait upon the students in the College

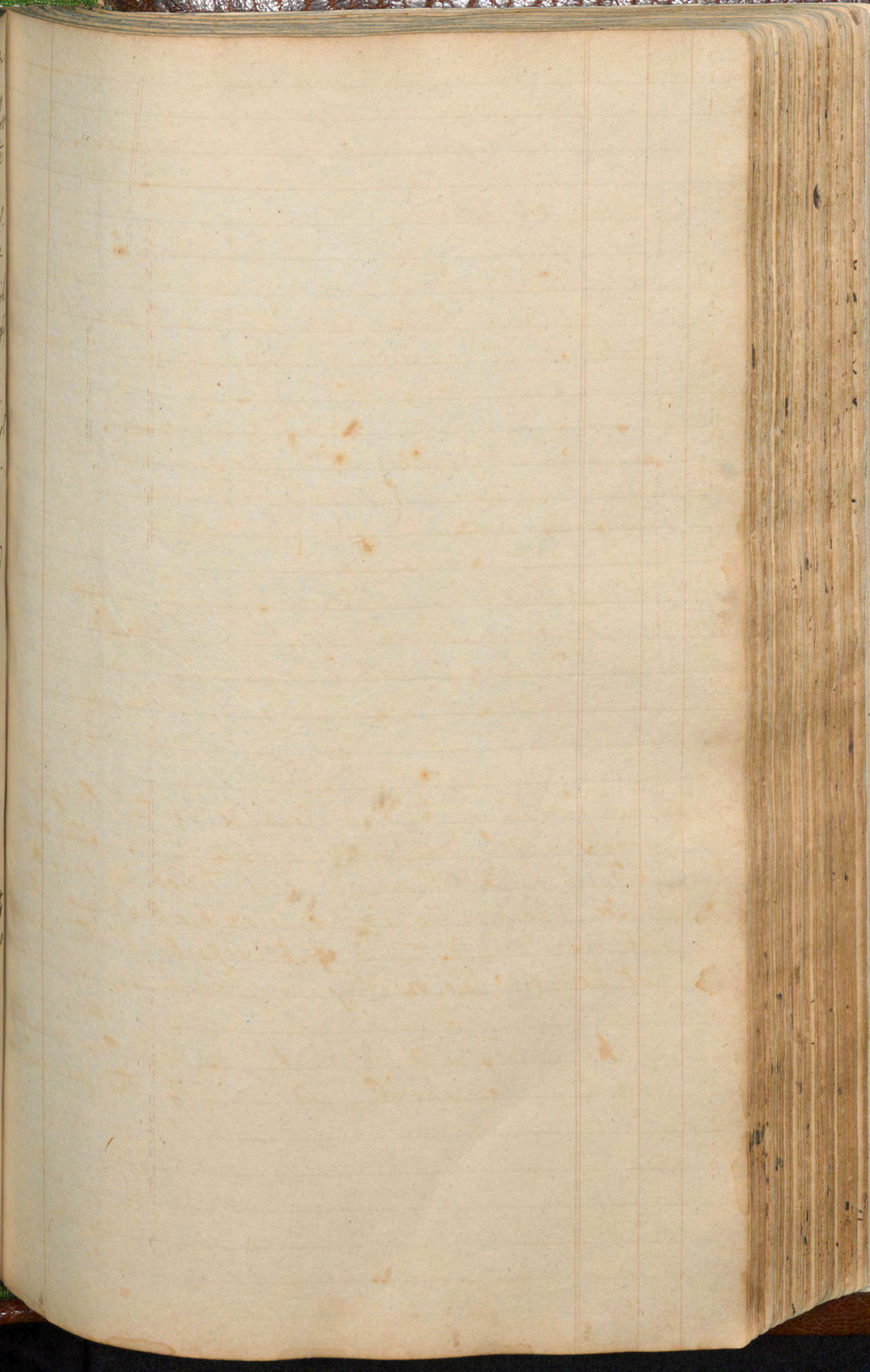
In cultivating the College land the Steward is required to divide it into at least three divisions; only one of which shall be cultivated in corn (or any other crop) in any one year -

When a student has entered as a boarder with the Steward, he is not allowed to leave the Steward without permission from the faculty -

The Steward is forbidden to furnish board or lodging to a student who shall have been expelled or suspended, after the faculty have informed the Steward of the fact.

The Steward is to keep the keys of the rooms which are not occupied by the students and is to inspect them at least twice a week to see whether the locks are broken or the rooms injured; and if to report to the faculty at their ensuing meeting, any such circumstances.

He is required to make a regular monthly report of the general condition of the premises.



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Continued on next page.

Laws & regulations relating to the Bursar -

Comprising as well Statutes of the Visitors as regulations of the Faculty -

The Bursar shall be allowed 5 per cent Commission on all the expenses of the College - $2\frac{1}{2}$ p.c. on all Sales of land; and 1 p.c. on all other changes of Capital - All his reasonable expenses shall be borne when engaged in the business of the College; and such extra remunerations shall be allowed him on special occasions as may appear just.

The bursar shall never appropriate any portion of the productive capital of the College to the payment of arrears or of current expenses -

Whenever Capital is received he shall re-invest it as soon as possible, requiring in all cases ^(a) ample Security, both real & personal and he is required as fast as practicable without injury to the College to put out the College funds ^(b) in sums of not less than one nor more than five thousand dollars.

No loans or investments shall be finally concluded without the previous consent and sanction of the Society.

College debts not amply secured & perfectly safe, shall be called in to be placed in safer hands; and those, the interest of which is not regularly paid every half year, shall, after due notice, if the interest remain unpaid at the expiration of the year, be put in suit.

Whenever Capital is received which the Treasurer cannot immediately put out, he shall also forthwith apprise the Society of the same; of all the changes of Capital that take place the year, his report shall present due notice by exhibiting them in a separate Statement.

The Treasurer shall make semi annual -lections and payments, and he shall annually (on the first day of July) report in detail the -dition of the College funds.

(a) It. V. [In this report he shall keep the active and -ductive funds separate from those that are unproductive -] and exhibit a separate account of the Capital; shewing of what it consists - invested or to whom loaned, together with the amount - the time when - how secured -

(b) It. V. [He shall also in this, or in his acc^t of receipts and disbursements, state in separate Columns the amount of interest paid upon each debt for the current year; and the amount paid of interest in arrear]; so that the several amounts at the feet of the Columns in the different accounts may shew at one view the whole of the interest annually becomes due - the whole amount actually received, accruing upon the current year - the amount still due - and the whole amount received of interest in arrear.

This report shall also contain a circumstantial account of the various amounts of Capital received & disposed of during the year, mentioning times & persons; also of interest received and paid away, with all the specific details of time, person, purpose &c -

Also a statement of the debts of the College and the library account; together with an

=mate of the probable income and expenditure of the ensuing year.

Also a ~~statement~~ ^{statement} of all the real estate of the College and of its estimated probable value; showing also how much of it has been sold during the year - to whom and at what price - also what part of it is rented or leased, and for how long - to whom - on what terms - of what value & for what rent.

The Bursar shall also, as soon as practicable, without detriment to the College, commute the Tobacco rents for cash, at the rate of not less than \$4.00 per. Cwt. and in his exhibit containing the yearly rent roll of the College lands, he shall distinguish tobacos from cash rents; and those lots that are rented by the year from those that are under lease; and specify of each lease, whether it be for life or at what time it will expire -

The College bonds the bursar shall throw into three classes - The first class comprising those on which the interest is paid with ordinary regularity - The second class, those that are in suit, ~~with~~ ^{marking} those, the full recovery of which is any way doubtful) - and the third consisting of debts that are desperate -

He shall also arrange the bonds of each class in alphabetical order; and exhibit, together with the bonds in suit, a statement of the time when they were first put in suit - their state of progress; together with the name and residence of the attorney employed as Counsel - and he shall in each instance mark those bonds, if any, that were given for

money due upon the purchase of College land, and State when the debt is secured merely by a bond and mortgage upon that land.

The bursar shall appear to each report and abstract, exhibiting a brief Comparison & Contrast of that report with the one which last preceded it; So as to exhibit a general Summary of all the changes and of all the differences that occur from year to year, in the several items of revenue and expenditure -

He shall likewise accompany each annual report with a separate and detailed account of his own incidental expenses, and of his Commissions; Shewing how each item accrues, and the whole annual expense of the Bursarship -

He shall also add to each report, such occasional explanations & remarks as he may think necessary, in order that the report may always fully explain itself -

(Form of Bursar's bond)

Know all men by these presents that we ^{or} ~~we~~ are held & firmly bound unto the President ^{Master, or} & professors ~~or~~ ^{or} ~~rector~~ of the College of William & Mary in Virginia, & their successors, the just and full sum of _____ dollars specie; To be paid to the said President ^{to which} Master or professors, and their successors - ^{we} ourselves jointly & severally, our joint & several heirs executors & admors, firmly by these presents, with our seals & dated this _____ day of _____

The Condition of the above obligation is such, that if the said above board who has been duly appointed by the said President & Masters or professors of William & Mary College in Virginia, Bursar to or of the College, shall well & truly perform his duties as Bursar of the College; and from time to time when thereunto required, render to the said President and Masters or professors and their successors a just and true account of all his actings and doings and transactions in his said office; and faithfully account for and pay over all monies which may come into his hands as Bursar of the College; then this obligation to be void, or else to remain in full force & virtue -

(vide ^{record} old book, Commencing in 1817 - pages 40 and 41 - and new book, Commencing in 1830 - page 181.)

June 17. 1834