

RICHARD BLAND COLLEGE COMMITTEE
November 15, 2018
8:30 a.m. – 1:00 p.m.
Social Science, Humanities and English (SSHE) Building
Room 107 - Richard Bland College

Barbara L. Johnson, Chair
J.E. Lincoln Saunders, Vice Chair

- I. Welcome and Opening Remarks
 - A. President Debbie L. Sydow
 - B. Rector John E. Littel
 - C. Barbara L. Johnson, RBC Committee Chair
- II. Meet the Promise Scholars
- III. Peering into the Horizon – RBC 2025
- IV. Convene Richard Bland College Committee meeting – Ms. Johnson
- V. Approval of Minutes – September 27, 2018
- VI. General Reports
 - A. Report from President and Administration - Debbie L. Sydow
 - B. Report from Faculty Representative – Matthew J. Smith
 - C. Report from Student Representative – Kayla M. Hand
- VII. Action Material
 - A. Resolution to Approve Request for FY20 Budget Amendment **Resolution 1**
 - B. Resolution to Approve Weapons on Campus Regulation **Resolution 2**
 - C. Resolution to Approve Open Flames on Campus Regulation **Resolution 3**
 - D. Resolution to Approve Naming of the Mary Morton Parsons Cafe **Resolution 4**
 - E. Receipt of the Consolidated Financial Report of The College of William and Mary in Virginia, Virginia Institute of Marine Science, and Richard Bland College for the Fiscal Year Ended June 30, 2018 (*joint with William and Mary*) **Resolution 15**

RICHARD BLAND COLLEGE COMMITTEE
November 15, 2018

- VIII. Informational Material - *Pre-Reads*
 - A. November RBC-19 Progress Report
 - B. 2016-17 Operating Budget Update
 - C. Report from Faculty Representative
 - D. Report from Student Representative
- IX. Working Lunch
- X. Closed Session (if necessary)
- XI. Adjourn
- XII. Commerce Hall Student Residence Ribbon Cutting Ceremony

**RICHARD BLAND COLLEGE COMMITTEE
MINUTES – SEPTEMBER 27, 2018**

MINUTES
Richard Bland College Committee
September 27, 2018
Board Room – Blow Memorial Hall

Attendees: Barbara L. Johnson, Chair; J.E. Lincoln Saunders, Vice Chair, Victor K. Branch, Warren W. Buck III, Lisa E. Roday; Karen Kennedy Schultz; Brian P. Woolfolk, faculty representative Matthew J. Smith and student representative Kayla M. Hand. Board members present: Rector John E. Littel. Others present: J. Tyler Hart, Paul Edwards, Kenneth LaTessa, Eric Kondzielawa, Kent B. Erdahl, Deborah A. Love, Carrie Nee, Cynthia Norwood, Amy S. Sebring, Michael J. Fox, Sallie Marchello, Joanne Williams, Sandra J. Wilms and other College staff.

Chair Barbara Johnson called the Committee to order at 8:30 a.m. and offered brief opening remarks. Noting that President Sydow was in Australia, Ms. Johnson advised that Chief Development Officer Tyler Hart would be filling in. Paul Edwards, Chief Business Officer, was welcomed.

Recognizing that a quorum was present, Ms. Johnson asked for a motion to approve the minutes of the meeting of April 18, 2018. Motion was made by Ms. Schultz, seconded by Ms. Roday, and approved by voice vote of the Committee.

Mr. Hart reviewed the revised operating budget proposal. Following brief discussion, Ms. Johnson asked for a motion to approve **Resolution 1**, Approval of 2018-2019 Revised Operating Budget. Motion was made by Mr. Saunders, seconded by Mr. Branch and approved by voice vote of the Committee.

Director of Internal Audit Kent Erdahl led a brief discussion on the ARMICS review conducted by Internal Audit. Mr. Hart reviewed the dashboard for the Auditor of Public Accounts review.

Following brief discussion, the administrative reports began with Director of Human Resources Takeya McLaurin, who reported on the Workplace Enrichment Initiative. Associate Provost for Enrollment Management and Student Success Danielle Williams reported on the student profile, and commented on the recent event honoring Hays and Betty Watkins' major gift to establish the Watkins Promise Scholarship. Athletic Director and Women's Volleyball Coach Scott Newton reported on athletic events. Assistant Provost for Student Life Corey Scott reported on student conduct and the Living and Learning Communities. Acting Provost Ken LaTessa reported on academic and student development. Director of Operation and Capital Assets Eric Kondzielawa reported on recent capital improvements on campus.

Faculty Representative Professor Matt Smith, who serves as the SACSCOC Accreditation Liaison and Acting Compliance Manager, provided an update on the reaffirmation process. Associate Professor of Physics and Astronomy David Morgan reported on the QEP program, Improving Mental Power and Critical Thinking (IMPACT), and the work of the QEP Plan Task Force.

Student representative Kayla Hand briefly commented on student activities since the last meeting.

Ms. Johnson asked Mr. Hart to briefly review Resolutions 2 through 7. Mr. Hart briefly reported on the update to the Six-Year Plan, detailed in **Resolution 2**, Resolution to Approve Six-Year Plan

Richard Bland College Committee
MINUTES
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Update. Ms. Johnson asked for motion to approved Resolution 2. Motion was made by Mr. Saunders, seconded by Mr. Woolfolk and approved by voice vote of the Committee.

Brief background on **Resolution 3**, Resolution to Revise the Code of Ethics of Richard Bland College, was discussed, followed by the motion to approved Resolution 3, made by Mr. Woolfolk, seconded by Mr. Saunders and approved by voice vote of the Committee.

Mr. Hart commented on the reception held on September 19 for Mr. and Mrs. Watkins. Motion to adopt **Resolution 4**, Resolution of Appreciation – Hays T. Watkins, Jr. and Betty Wright Watkins was made by Mr. Buck, seconded by Ms. Schultz and approved by voice vote of the Committee.

Ms. McLaurin reviewed **Resolution 5**, Resolution to Approve the College Succession Plan, which is a requirement of the state. Motion to adopt Resolution 5 was made by Mr. Woolfolk, seconded by Mr. Saunders and approved by voice vote of the Committee.

Motion to approve **Resolution 6**, Appointments to Fill Vacancy in the Instructional Faculty and **Resolution 7**, Appointments to Fill Vacancy in the Professional Faculty, was made by Mr. Saunders, seconded by Ms. Roday and approved by voice vote of the Committee.

Ms. Johnson moved that the Richard Bland College Committee of the Board of Visitors of the College of William and Mary convene in Closed Session for the purpose of discussing personnel matters regarding specific personnel, for consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation and for 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., 7. and 8. of the Code of Virginia. Motion was seconded by Mr. Buck. The observers were asked to leave the room and the Committee went into Closed Session at 10:03 a.m.

The Committee reconvened in open session at 10:20 a.m. Ms. Johnson reviewed the topics discussed during the closed session, and then moved adoption of the **Resolution** certifying 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 Committee members conducted by Executive Liaison to the Board Sandra Wilms. (Certification **Resolution** is appended.)

There being no further business, the Committee adjourned at 10:25 a.m.

September 27, 2018

CERTIFICATION OF CLOSED SESSION

WHEREAS, the Board of Visitors Richard Bland College Committee 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 Richard Bland College Committee, 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 Richard Bland College Committee.

VOTE

AYES: 7

NAYS: 0

ABSENT DURING CLOSED SESSION:


Barbara L. Johnson
Chair
Richard Bland College Committee

**RICHARD BLAND COLLEGE
RESOLUTION TO APPROVE FY20 OPERATING AND CAPITAL BUDGET
AMENDMENTS**

In anticipation of the 2019 General Assembly session and consistent with guidance from the Governor’s Office on the administration’s priorities for amendments to the 2018-2020 Appropriation Act, Richard Bland College (RBC) will seek legislative sponsors for four operating budget amendments during the upcoming session. The four operating budget amendments are outlined below in priority order.

PRIORITY 1: RECRUIT ADDITIONAL FACULTY TO SUPPORT THE GROWING DEMAND IN MAJORS IN BUSINESS AND COMPUTER SCIENCE

Proposed Request:	<u>FY19</u>	<u>FY20</u>
	\$ 0 GF	\$300,000 GF
	0.0 FTE	3.0 FTE

Given the Commonwealth’s focus on workforce development as expressed by the Governor and leaders of the General Assembly coupled with RBC’s growing demand for business and computer science majors, the College requests \$300,000 in state general fund support to add 3 full-time faculty in high-demand fields.

In the past year, RBC has added adjunct instructors to teach Accounting I and Accounting II as well as Macro Economics online. The College now offers a completely on-line Associate Degree with a Business emphasis. In addition, RBC has expanded its Logistics certificate program and continues to promote its Project Management certificate program as well.

RBC’s present business faculty consists of 1 full time and 6 adjunct instructors. Student enrollment in business courses in calendar year 2018 was up 19%. With South Central Virginia’s growing reliance on the logistics industry and the need for partnering with local businesses and the military, the College believes an expansion of the business and logistics is needed to generate economic growth. This request would allow RBC to add one additional full-time faculty member in business.

In addition, RBC currently has no full-time Computer Science faculty, offering courses in Basic Computer Skills and two Computer Programming courses staffed using only adjunct faculty. The College’s goal is to expand the faculty to at least 2 full-time Computer Science faculty in order to add courses for non-majors (e.g., “Introduction to Computing”) and individual courses in “Information Literacy” for non-majors, science majors, and honors.

Offering Certificate Programs will provide traditional students at Richard Bland with needed expertise, it will also bring in non-traditional students who are looking for advancement with their current employer, which would include Amazon, Amsted Rail, Altria, Rolls Royce, and Fort Lee, among other employers in the South Central Virginia area.

PRIORITY 2A: REQUIRED USE OF VIRGINIA INFORMATION TECHNOLOGY AGENCY’S (VITA) ENTERPRISE CLOUD OVERSIGHT SERVICE (ECOS).

Proposed Request:	<u>FY19</u>	<u>FY20</u>
	\$0 GF	\$250,000 GF

Through Executive Order 19 (EO-19, Governor Northam required all state agencies and all Tier 1 institutions of higher education to implement cloud-based services for any software or technology acquired after September 17, 2018 and retroactively to ensure that existing software or technologies be implemented “in a manner that continues to ensure the availability, security, and privacy of Commonwealth and citizen data.”

RBC’s current software application and storage of agency services is a hybrid of on premise and hosted services. The inclusion of hosted services has allowed RBC to leverage flexible delivery of business solutions while reducing operations and maintenance requirement for basic needs such as power and space.

VITA’s relatively recent release of its ECOS has provided guidelines, direction and oversight that is mandatory for executive branch agencies and Tier 1 institutions. The mandate provides for a continuous service of assessment and monitoring of each Software as a Service (SaaS) solution those institutions and agencies select to contract with in support of EO-19.

For each SaaS that RBC has or selects to enter into an agreement with, VITA will charge and invoice a one-time cost of \$1,150 for the initial or annual assessment and an additional \$900 per month for monitoring during the term of the agreement for a combined total of \$11,950 payable to VITA annually for each SaaS solution.

RBC has a current SaaS portfolio of agreements that, upon renewal of the agreements, will result in VITA invoicing of approximately \$239,000 per year. This exposure may continue to increase as the College looks to leverage additional cloud services in support of its primary mission.

PRIORITY 2B: LANGUAGE AMENDMENT TO EXEMPT RBC FROM OVERSIGHT OF THE VIRGINIA INFORMATION TECHNOLOGIES AGENCY (VITA).

As an alternative to providing additional general fund support, the Commonwealth of Virginia could exempt RBC from the oversight of the Virginia Information Technologies Agency (VITA). In addition to Priority 2A, RBC will offer a language only amendment as follows:

Proposed Request:	<u>FY19</u>	<u>FY20</u>
		Language Only

Under Item 155, Chapter 2, 2018 Special Session I, Virginia Acts of Assembly, insert:

E. Richard Bland College is exempt from the oversight of the Virginia Information Technologies Agency (VITA).

PRIORITY 3: INSTALL A GENERATOR TO THE RBC LIBRARY

Proposed Request:	<u>FY19</u>	<u>FY20</u>
	\$ 0 GF	\$301,000 GF
	\$ 0 NGF	\$ 24,000 NGF

RBC requests funding to purchase a generator for the Library. The addition of the generator to the RBC Library will provide the much-needed utility support to allow the College to use this space as a short-term space for students to gather in the event of power loss in other parts of the campus. A short summary of the request is provided as follows

The building which houses the RBC Library is approximately 36,651 GSF. The building houses the RBC Library (33,957 GSF) with the remaining space (2,694 GSF) containing the College bookstore, commons area and kitchen. The cost of the new generator is \$325,000. Given the building is 92.65% E&G and 7.35% Auxiliary, the College intends to fund \$23,888 of the generator cost thus leaving the remaining balance of \$301,112 for this request to cover the E&G portion of the building.

PRIORITY 4: OPERATION AND MAINTENANCE COSTS FOR ERNST HALL

Proposed Request:	<u>FY19</u>	<u>FY20</u>
	\$ 0 GF	\$262,000 GF

Ernst Hall was closed in 2010 when the new McNeer Hall was brought online. Sciences were moved to McNeer Hall and other disciplines were combined in Commerce Hall. Monies for the re-purposing and extensive renovation of Ernst Hall were approved by the General Assembly in 2012. Ernst Hall (now SSHE) was renovated in and re-opened in 2015. In researching budget documents for this project, there was no request for O&M funding. A short summary of the request is provided as follows detailing an itemization of yearly costs for operating and maintaining SSHE:

ERNST	
Personnel Services	\$133,000.00
Contractual Services	\$52,000.00
Supplies and Materials	\$24,000.00
Indirect Cost	\$20,000.00
Utilities	\$33,000.00
TOTAL	\$262,000.00

RBC requests approval by the Board of Visitors to pursue the above amendments as part of the College’s 2019 legislative strategy.

WHEREAS the Board of Visitors recognizes the Commonwealth’s interest in supporting workforce development, particularly in the areas of business and computer science; and

WHEREAS the college has clearly established the need to build programs and course offerings in these areas with strong student demand for expanded programs; and

WHEREAS the Board of Visitors recognizes the importance of ensuring that its facilities are utilized efficiently, effectively, and in a manner that supports the development of leading edge technologies and the use of technology in education and workforce development;

THEREFORE, BE IT RESOLVED, That upon the recommendation of the President of Richard Bland College, the Board of Visitors of the College of William & Mary in Virginia approves the administration’s proposed operating and capital budget amendments.

RICHARD BLAND COLLEGE

**RESOLUTION TO APPROVE
FINAL REGULATION REGARDING WEAPONS ON CAMPUS**

WHEREAS, protecting the safety of the campus community is of utmost importance to the College Administration and the Board of Visitors of The College of William & Mary in Virginia; and

WHEREAS, §23.1-1301.A.1 of the Code of Virginia authorizes boards of visitors of institutions of higher education in Virginia to make regulations and policies concerning the institution; and

WHEREAS, § 2.2-4002.A.6 exempts educational institutions from the requirements of the Administrative Process Act; and

WHEREAS, pursuant to this authority, in 2011 the Board of Visitors promulgated the Weapons on Campus Regulation, governing the possession of weapons by visitors and third parties in certain facilities and at certain university events; and

WHEREAS, the proposed regulation is modeled similarly after the William & Mary regulation regarding weapons on campus, which was approved by the Board of Visitors in April 2018; and

WHEREAS, on April 18, 2018, the Board of Visitors proposed amendments to the Richard Bland College Regulation to address possession of weapons inside all buildings controlled by Richard Bland College, at outdoor locations where people congregate, and at events on property controlled by the college; and

WHEREAS, the proposed amendments were the subject of a comment period which ended on November 7, 2018; and

WHEREAS, the Board deems appropriate certain changes to the proposed Regulations;

THEREFORE, BE IT RESOLVED, That, upon recommendation of the President, the amended Weapons on Campus Regulation, a copy of which is attached hereto, is hereby adopted as a final regulation, to be effective in accordance with Va. Code §2.2-4015 upon publication in the Virginia Register of Regulations; and

TITLE 8. EDUCATION
RICHARD BLAND COLLEGE
Chapter 30
Proposed Amended Regulation

REGISTRAR'S NOTICE: Richard Bland College is exempt from the Administrative Process Act in accordance with § 2.2-4002 A 6 of the Code of Virginia, which exempts educational institutions operated by the Commonwealth.

Title of Regulation: **8VAC115-30**. Richard Bland College Weapons on Campus (amending **8VAC115-30-10**, **8VAC115-30-20**, **8VAC115-30-30**).

Statutory Authority: § 23.1-1301.A.1 of the Code of Virginia.

Effective Date:

Agency Contact: Carla Costello, Regulatory Coordinator, College of William & Mary, P.O. Box 8795, Williamsburg, VA 23187, telephone (757) 221-1254, or emailcacostello@wm.edu.

Summary:

The regulation amends the existing weapons limitation policy for Richard Bland College.

CHAPTER 30
RICHARD BLAND COLLEGE WEAPONS ON CAMPUS

8VAC115-30-10. Definitions.

The following words and terms when used in this chapter shall have the following meanings unless the context clearly indicates otherwise:

"Police officer" means law-enforcement officials appointed pursuant to Article 3 (§ 15.2-1609 et seq.) of Chapter 16 and Chapter 17 (§ 15.2-1700 et seq.) of Title 15.2, Article 3 (§ 23.1-809) of Chapter 8 (§ 23.1-800 et seq.) of Title 23.1, Chapter 2 (§ 29.1-200 et seq.) of Title 29.1, or Chapter 1 (§ 52-1 et seq.) of Title 52 of the Code of Virginia or sworn federal law-enforcement officers.

"College property" means any property, vehicle, or vessel owned, leased, or controlled by Richard Bland College.

"Weapon" means any instrument of combat, or any object not designed as an instrument of combat but carried for the apparent purpose of inflicting or threatening bodily injury. Examples include but are not limited to:

(1) firearms, including any pistol, revolver, rifle, shotgun, air-pistol, paintball gun, or other weapon designed or intended to propel a bullet, cartridge, or missile of any kind by action of an explosion of any combustible material;

(2) knives, including any dirk, bowie knife, switchblade knife, ballistic knife, butterfly knife, sword, machete, razor, spring stick, or other bladed weapon with a blade longer than four inches;

(3) razors or metal knuckles;

(4) blackjacks, foils, or hatchets;

(5) bows and arrows, crossbows, and slingshots;

(6) nun chahkas, including any flailing instrument consisting of two or more rigid parts connected in such a manner as to allow them to swing freely, which may also be known as a nun chuck, nunchaku, shuriken, or fighting chain;

(7) throwing stars, including any disc, of whatever configuration, having at least two points or pointed blades which is designed to be thrown or propelled and which may be known as an oriental dart;

(8) stun guns, including any device that emits a momentary or pulsed output that is electrical, audible, optical, or electromagnetic in nature and that is designed to temporarily incapacitate a person;

(9) any explosive or incendiary device, including fireworks or other devices relying on any combination of explosives and combustibles to be set off to generate lights, smoke, or noise;

(10) any other weapon listed in § 18.2-308 A of the Code of Virginia.

“Weapon” does not include the following: (1) knives or razors commonly used for domestic or academic purposes; or pen or folding knives with blades less than three inches in length; or (2) mace, pepper spray, and other such items possessed, stored, or carried for use in accordance with the purpose intended by the original manufacturer.

8VAC115-30-20. Possession of weapons prohibited; exceptions.

- A. Possession, storing, or carrying of any weapon by any person is prohibited on college property, whether in any college building, or while attending an athletic, academic, social, recreational or educational event; or on vehicles or vessels that are college property. This prohibition also applies to all events or activities on college property where people congregate in any public or outdoor areas.

B: This prohibition does not apply to:

- a. Police officers on college property in an official capacity pursuant to a college request, mutual aid agreement, or on active duty and within their jurisdiction;
- b. A college employee possessing, storing, or carrying a weapon as expressly authorized or required by the terms of the college employment.

Entry upon such college property in violation of this prohibition is expressly forbidden. Persons violating this prohibition will be asked to remove the weapon immediately from college property. Failure to comply with this request may result in arrest for trespass. Members of the college community are also subject to disciplinary action.

8VAC115-30-30. Person lawfully in charge.

In addition to individuals authorized by college policy or job duties, Richard Bland College police officers are lawfully in charge for the purposes of forbidding entry upon or remaining upon college property while possessing or carrying weapons in violation of this prohibition.

RICHARD BLAND COLLEGE

**RESOLUTION TO APPROVE
FINAL REGULATION REGARDING OPEN FLAMES ON CAMPUS**

WHEREAS, protecting the safety of the campus community is of utmost importance to College Administration and the Board of Visitors of The College of William & Mary in Virginia; and

WHEREAS, §23.1-1301.A.1 of the Code of Virginia authorizes boards of visitors of institutions of higher education in Virginia to make regulations and policies concerning the institution; and

WHEREAS, § 2.2-4002.A.6 exempts educational institutions from the requirements of the Administrative Process Act; and

WHEREAS, existing College policy requires a permit before igniting any open flame on College property; and

WHEREAS, third parties and visitors to campus may be unaware of College policy, but are responsible for awareness of regulations that have the force of law; and

WHEREAS, the Board of Visitors deems it important to supplement existing College policy by adopting a regulation requiring a permit before igniting or maintaining an open flame on property controlled by the College, including in its buildings; and

WHEREAS, on April 18, 2018, the Board of Visitors proposed a Regulation Regarding Open Flames on Campus; and

WHEREAS, the proposed regulation is modeled similarly after the William & Mary regulation regarding open flames, which was approved by the Board of Visitors in April 2018; and

WHEREAS, the proposed Regulation was the subject of a comment period that ended on November 7, 2018; and

WHEREAS, the Board deems appropriate certain changes to the proposed Regulations;

THEREFORE, BE IT RESOLVED, That, upon recommendation of the President, the Open Flames on Campus Regulation, a copy of which is attached hereto, is hereby adopted as a final regulation, to be effective in accordance with Va. Code §2.2-4015 upon publication in the Virginia Register of Regulations; and

TITLE 8. EDUCATION
RICHARD BLAND COLLEGE
Chapter 50
Proposed Regulation

REGISTRAR'S NOTICE: Richard Bland College is exempt from the Administrative Process Act in accordance with § 2.2-4002 A 6 of the Code of Virginia, which exempts educational institutions operated by the Commonwealth.

Title of Regulation: **8VAC115-50.** Richard Bland College Open Flames on Campus (adding **8VAC115-50-10, 8VAC115-50-20, 8VAC115-50-30, 8VAC115-50-40, 8VAC115-50-50**).

Statutory Authority: § 23.1-1301.A.1 of the Code of Virginia.

Effective Date:

Agency Contact: Carla Costello, Regulatory Coordinator, College of William & Mary, P.O. Box 8795, Williamsburg, VA 23187, telephone (757) 221-1254, or email cacostello@wm.edu..

Summary:

The regulation establishes the limitations on the presence of open flames in college buildings or on college property, and imposes the requirement for a permit for certain activities involving open burning or open flames. This is the first regulation on this subject.

CHAPTER 50
RICHARD BLAND COLLEGE OPEN FLAMES ON CAMPUS

8VAC115-50-10. Definitions.

The following words and terms when used in this chapter shall have the following meanings unless the context clearly indicates otherwise:

“Open flame” means any activity or device producing a flame, including, but not limited to candles, tiki torches, oil lanterns, butane or other gas burners, incense, campfires, bonfires, fire pits, and grills.

“College property” means any property, vehicle, or vessel owned, leased, or controlled by Richard Bland College.

8VAC115-50-20. Permit required for open burning and open flames; exceptions.

- A. *Open flames are prohibited on all college property, including within college buildings and facilities, except pursuant to a permit issued by the college's Department of Campus Safety and Police.*
- B. *Exceptions to the requirement for a permit are:*
1. *Activities taking place within the scope of academic coursework when under the supervision of the relevant faculty member;*
 2. *Flames created for the transient purpose of lighting a cigarette, cigar, pipe, or similar smoking device, provided such activity is in an authorized location, is otherwise lawful, and the burning or smoking elements are safely and responsibly disposed;*
 3. *Small celebration candles used briefly and in an appropriate quantity in connection with a celebration, provided such activity is not left unattended, is in an authorized location, is otherwise lawful, and the smoking or burning elements are safely and responsibly disposed; and*
 4. *Activities undertaken by college contractors whose contract has been approved by the President or her designee and which contract authorizes open flames.*

8VAC115-50-30. Permits.

Persons seeking to ignite an open flame must apply to the Department of Campus Safety and Police for a permit to perform the activity. Permits may be issued for a one-time event or activity, or on a recurring or on-going basis.

Applicants must apply at least five working days in advance of the activity to ensure consideration. An applicant's history of compliance with previous permits will be considered in a decision to grant a permit.

Persons granted permits are required to comply with all conditions of the permit.

8VAC115-50-40. Person lawfully in charge.

In addition to individuals authorized by college policy, Richard Bland College police officers and representatives of the Department of Campus Safety and Police are lawfully in charge for the purposes of forbidding entry upon or remaining upon college property of those who are in violation of this prohibition.

8VAC115-50-50. Compliance with Policy.

Persons who fail to obtain a permit or to comply with its conditions will be asked to extinguish the open flame or bring the activity into compliance with the terms of the permit. Failure to comply may result in a request to leave campus. Failure to leave campus may result in arrest for trespass. Members of the campus community are also subject to disciplinary action, including termination or expulsion

**RICHARD BLAND COLLEGE
RESOLUTION TO NAME THE
MARY MORTON PARSONS CAFÉ**

WHEREAS, The Mary Morton Parsons Foundation has been an important benefactor in support of Richard Bland College of William & Mary, embracing and supporting the College's mission to make high quality educational programs and college credentials accessible to every member of our diverse Virginia citizenry; and

WHEREAS, The Mary Morton Parsons Foundation is widely lauded for their demonstrated commitment to higher education, the Richmond community, Richard Bland College, and, indeed, to the Commonwealth and its residents, consistently seeking to strengthen and improve the overall quality of learning and life for every Virginian; and

WHEREAS, The Mary Morton Parsons Foundation directly contributed to the success of Richard Bland College through their gift to *The Future of Richard Bland College* capital campaign in the amount of \$100,000, the College's first capital campaign that yielded the Residence Halls and Athletic Complex on campus, and, more recently, a \$150,000 challenge grant to renovate the Library Building; and

WHEREAS, in accordance with the Library Building Fund Donor Naming Plan prepared by the Richard Bland College Foundation, Richard Bland College and the RBC Foundation seek to recognize, appreciate and honor The Mary Morton Parsons Foundation by naming the renovated café, The Mary Morton Parsons Café;

THEREFORE, BE IT RESOLVED, That upon the recommendation of the President of Richard Bland College, the William & Mary Board of Visitors hereby names the Richard Bland College café, The Mary Morton Parsons Café.

BE IT FURTHER RESOLVED, That this resolution be spread upon the minutes of the Board and a copy of the same be delivered to The Mary Morton Parsons Foundation.