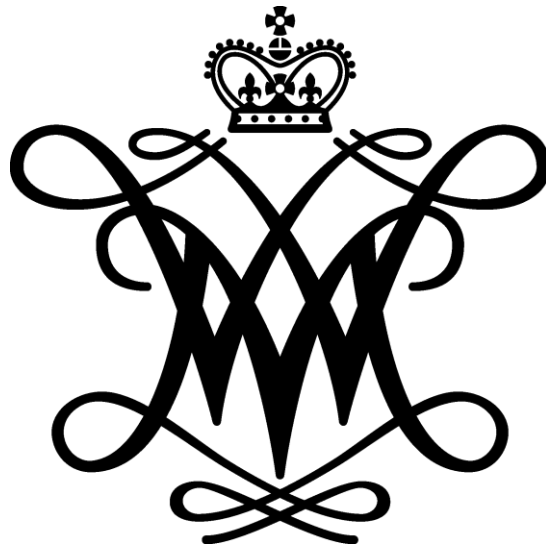


BOARD OF VISITORS  
WILLIAM & MARY

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COMMITTEE MEETINGS

*Board Rooms - Blow Memorial Hall*

February 6-8, 2019

**SCHEDULE**  
Board of Visitors Committee Meetings  
William & Mary  
February 6-9, 2019  
Blow Memorial Hall - William & Mary

**WEDNESDAY, FEBRUARY 6:**

**BOARD DINING ROOM**

2:00 p.m.            Coffee available

**BLOW HALL ROOM 201- COMMITTEE ON ACADEMIC AFFAIRS**

2:30-4:00 p.m.    Committee on Academic Affairs            Karen Kennedy Schultz, Chair  
(Provost Halleran)                            S. Douglas Bunch, Vice Chair

Mirza Baig  
Warren W. Buck III  
Anne Leigh Kerr  
Catherine A. Forestell, faculty representative  
Brendan J. Boylan, student representative

- A. Introductory Remarks
- B. Approval of Minutes – November 14, 2018
- C. Report from Provost
- D. Report from Faculty Liaison Committee Chair
- E. Closed Session (if necessary)
- F. Action Materials
  - 1. **Resolution 3**, pages 13-14
  - 2. **Resolution 4**, page 15
  - 3. **Resolution 5**, page 16
  - 4. **Resolution 6**, page 17
  - 5. **Resolution 7**, page 18
  - 6. **Resolution 8**, page 19
  - 7. **Resolution 9**, page 20
  - 8. **Resolution 10**, page 21
  - 9. **Resolution 11**, pages 22-23
  - 10. **Resolution 12**, page 24
  - 11. **Resolution 13**, pages 25-26
  - 12. **Resolution 14**, pages 27-28
  - 13. **Resolution 15**, pages 29-30
  - 14. **Resolution 16**, page 31
  - 15. **Resolution 17**, page 32
  - 16. **Resolution 18**, pages 33-34
  - 17. **Resolution 19**, pages 35-36
  - 18. **Resolution 20**, pages 37-38
  - 19. **Resolution 21**, pages 39-40



**THURSDAY, FEBRUARY 7:**

**BOARD DINING ROOM**

7:30 a.m. Breakfast available

**BOARD ROOM – RICHARD BLAND COLLEGE COMMITTEE**

8:00-10:15 a.m. Richard Bland College Committee Barbara L. Johnson, Chair  
(President Sydow) J.E. Lincoln Saunders, Vice Chair

Victor K. Branch  
Warren W. Buck III  
Lisa E. Roday  
Karen Kennedy Schultz  
Brian P. Woolfolk  
Matthew J. Smith, faculty representative  
Kayla M. Hand, student representative

- A. Introductory Remarks
- B. Approval of Minutes – November 15, 2018
- C. General Reports
- D. Action Material
  - 1. **Resolution 1**, page 44
  - 2. **Resolution 2**, page 45
- E. Closed Session (if necessary)

**BLOW HALL ROOM 201– INVESTMENTS SUBCOMMITTEE**

8:00-9:00 a.m. Investments Subcommittee Mirza Baig, Chair  
(Mr. Jones, Ms. Sebring) H. Thomas Watkins III, Vice Chair  
James A. Hixon

- A. Introductory Remarks
- B. Approval of Minutes – September 27, 2018
- C. Investment Portfolio Evaluation Overview
- D. Closed Session (if necessary)





Board of Visitors  
SCHEDULE  
February 6-9, 2019

**THURSDAY, FEBRUARY 7:**

**BOARD ROOM - COMMITTEE ON ADMINISTRATION, BUILDINGS AND GROUNDS**

10:15-11:00 a.m. Committee on Administration, Buildings and Grounds William H. Payne II, Chair  
(Mr. Jones) Warren W. Buck III, Vice Chair

James A. Hixon  
Barbara L. Johnson  
J.E. Lincoln Saunders  
Christopher J. Abelt, faculty representative  
Camryn Easley, student representative

- A. Approval of Minutes – November 16, 2018
- B. Report from Building Official
- C. Report from Virginia Institute of Marine Science Dean/Director
- D. Report from Senior Vice President for Finance and Administration
  - 1. **Resolution 23** pages 61-85
- E. Closed Session (if necessary)

**BOARD ROOM – AD HOC COMMITTEE ON ORGANIZATIONAL SUSTAINABILITY AND INNOVATION**

11:00-1:00 p.m. Ad Hoc Committee Todd A. Stottlemeyer, Co-Chair  
(Mr. Halleran, Mr. Broaddus, Mr. Jones) Thomas R. Frantz, Co-Chair

- A. Opening remarks
- B. Closed Session (if necessary)

1:00 p.m. Depart for School of Education in College vans



Board of Visitors  
SCHEDULE  
February 6-9, 2019

**FRIDAY, FEBRUARY 8:**

**BOARD DINING ROOM**

7:00 a.m. Breakfast available

**BOARD ROOM – BOARD OF VISITORS MEETING**

7:30-9:30 a.m. FULL BOARD MEETING - see MEETING AGENDA Mr. Littel

**MILLER HALL**

9:30 a.m.-Noon Symposia on Future of Work, Knowledge & Service

**UKROP INNOVATION & DESIGN STUDIO and ALAN B. MILLER ENTREPRENEURSHIP CENTER**

9:30-10:15 a.m. Future of Work – Entrepreneurship & Design Thinking

**BRINKLEY COMMONS**

10:30-11:15 a.m. Future of Knowledge – Big Data & Artificial Intelligence

**BRINKLEY COMMONS**

11:15 a.m.–12 Noon Future of Service – Veterans Initiatives & Civilian Connections

**BOARD ROOM**

11:00 a.m.-Noon W&M Cypher Society Annual Meeting

**WILLIAMSBURG LODGE – COLONY BALLROOM**

12:30 p.m. Inauguration & Charter Day Luncheon

**KAPLAN ARENA**

3:00 p.m. Platform Party Robing / Rooms 221 and 225

3:30-5:00 p.m. Inauguration. Re-investiture & Charter Day Ceremony

**KAPLAN ARENA - COMPTON LOT**

5:00-7:30 p.m. Fire & Ice Block Party

Board of Visitors  
SCHEDULE  
February 6-9, 2019

**FRIDAY, FEBRUARY 8:**

**KINGSMILL RESORT**

6:30-11:00 p.m.      The 29<sup>th</sup> Annual Lord Botetourt Affair

**GREAT HALL – WREN BUILDING**

7:00 p.m.              Arts & Sciences Dean's Dinner

**SATURDAY, FEBRUARY 9:**

**SADLER CENTER – COMMONWEALTH AUDITORIUM**

10:00 / 11:00 a.m.    Alumni Medallion Ceremony and Reception  
(Craig W. Broderick '81; Nancy Burgess Gofus '75 [*posthumous*]; Cynthia  
Casson Morton '77, Christopher B. Powers '73 [*posthumous*])

**SADLER CENTER - COMMONWEALTH AUDITORIUM**

1:00-2:30 p.m.      The Fine Art of Disagreement & Diplomacy  
Chancellor Gates and President Rowe discuss the role of higher  
education in encouraging civil discourse around difficult topics and  
contrasting viewpoints.

6:00-10:00 p.m.      Charter Day Celebration Reception & Dinner – Williamsburg Lodge

**WILLIAMSBURG LODGE – CHARTER DAY CELEBRATION DINNER (black tie)**

6:00 p.m.              Reception – Colony Ballroom  
7:00 p.m.              Dinner – Virginia Ballroom

AGENDA ITEMS  
Board of Visitors Meeting  
William & Mary

February 6-8, 2019  
Board Room - Blow Memorial Hall

RICHARD BLAND COLLEGE

- |                       |   |
|-----------------------|---|
| Resolution 1, page 44 | Executive Appointment                                   |
| Resolution 2, page 45 | Appointment to Fill Vacancy in the Professional Faculty |

WILLIAM & MARY

- |                            |   |
|----------------------------|---|
| Resolution 3, pages 13-14  | Appointments to Fill Vacancies in the Instructional Faculty     |
| Resolution 4, page 15      | Designated Professorships                                       |
| Resolution 5, page 16      | Faculty Leaves of Absence                                       |
| Resolution 6, page 17      | Faculty Promotions  |
| Resolution 7, page 18      | Award of Academic Tenure  |
| Resolution 8, page 19      | Resolution to Approve a Bachelor of Arts Program in Linguistics |
| Resolution 9, page 20      | Resolution to Approve a Doctor of Juridical Science Program     |
| Resolution 10, page 21     | Retirement of John W. Conlee, Department of English             |
| Resolution 11, pages 22-23 | Retirement of William J. Hausman, Department of Economics       |
| Resolution 12, page 24     | Retirement of Colleen Kennedy, Department of English            |
| Resolution 13, pages 25-26 | Retirement of Rosa Alejandra Lukaszew, Department of Physics    |

Board of Visitors  
AGENDA ITEMS  
February 6-8, 2019

Resolution 14, pages 27-28	Retirement of John H. Oakley, Department of Classical Studies
Resolution 15, pages 29-30	Retirement of Marc Lee Raphael, Department of Religious Studies
Resolution 16, page 31	Retirement of George T. Rublein, Department of Mathematics
Resolution 17, page 32	Retirement of Nancy J. Schoenberger, Department of English
Resolution 18, pages 33-34	Retirement of Joel D. Schwartz, Department of Government
Resolution 19, pages 35-36	Retirement of Yanfang Tang, Department of Modern Languages and Literatures
Resolution 20, pages 37-38	Retirement of Susan Verdi Webster, Department of Art & Art History
Resolution 21, pages 39-40	Retirement of Sharon L. Zuber, Department of English
Resolution 22, pages 48-58	Cash Management Investment Policy
Resolution 23, pages 61-85	Revisions to the Motor Vehicles Parking and Traffic Rules and Regulations

COMMITTEE ON ACADEMIC AFFAIRS

February 6, 2019

2:30 – 4:00 p.m.

Room 201 – Blow Memorial Hall

Karen Kennedy Schultz, Chair

S. Douglas Bunch, Vice Chair

- I. Introductory Remarks – Ms. Schultz
- II. Approval of Minutes – November 16, 2018
- III. Report from Provost Michael R. Halleran
- IV. Report from Faculty Liaison Committee Chair Thomas J. Ward
- V. Closed Session (if necessary)
- VI. Action Materials - Provost Michael R. Halleran
  1. Appointments to Fill Vacancies in the Instructional Faculty **Resolution 3**
  2. Designated Professorships **Resolution 4**
  3. Leaves of Absence **Resolution 5**
  4. Faculty Promotions **Resolution 6**
  5. Award of Academic Tenure **Resolution 7**
  6. Resolution to Approve a Bachelor of Arts Program in Linguistics **Resolution 8**
  7. Resolution to Approve a Doctor of Juridical Science Program **Resolution 9**
  8. Retirement of John W. Conlee, Department of English **Resolution 10**
  9. Retirement of William J. Hausman, Department of Economics **Resolution 11**
  10. Retirement of Colleen Kennedy, Department of English **Resolution 12**
  11. Retirement of Rosa Alejandra Lukaszew, Department of Physics **Resolution 13**
  12. Retirement of John H. Oakley, Department of Classical Studies **Resolution 14**



Committee on Academic Affairs  
February 6, 2019

- |  |                             |
|--|-----------------------------|
| 13. Retirement of Marc Lee Raphael, Department of Religious Studies            | <b>Resolution <u>15</u></b> |
| 14. Retirement of George T. Rublein, Department of Mathematics                 | <b>Resolution <u>16</u></b> |
| 15. Retirement of Nancy J. Schoenberger, Department of English                 | <b>Resolution <u>17</u></b> |
| 16. Retirement of Joel D. Schwartz, Department of Government                   | <b>Resolution <u>18</u></b> |
| 17. Retirement of Yanfang Tang, Department of Modern Languages and Literatures | <b>Resolution <u>19</u></b> |
| 18. Retirement of Susan Verdi Webster, Department of Art & Art History         | <b>Resolution <u>20</u></b> |
| 19. Retirement of Sharon L. Zuber, Department of English                       | <b>Resolution <u>21</u></b> |

VII. Discussion

VIII. Adjourn

**COMMITTEE ON ACADEMIC AFFAIRS  
MINUTES – NOVEMBER 14, 2018**

**MINUTES**  
**Committee on Academic Affairs**  
**November 14, 2018**  
**Board Room– Blow Memorial Hall**

Attendees: Karen Kennedy Schultz, Chair; S. Douglas Bunch, Vice Chair; Warren W. Buck III, Anne Leigh Kerr, faculty representative Catherine A. Forestell and student representative Brendan J. Boylan. Board members present: Rector John E. Littel and Lisa E. Roday. Others present: Provost Michael R. Halleran, Henry Broaddus, Michael J. Fox, Deborah Love, Sallie Marchello, Tom Ward, Jack Martin, Jeremy Martin, Kate Conley, Virginia Torczon, Skip Niles, Timothy Wolfe, Janice Zeman and other College faculty and staff.

Chair Karen Kennedy Schultz called the Committee to order at 3:00 p.m.

In her brief opening remarks, Ms. Schultz thanked Mr. Bunch for his inspiring remarks at the Law School's Diversity & Inclusion Law Day on November 10, 2018, and noted that recruitment efforts to increase diversity and inclusion will continue.

Recognizing that a quorum was present, Ms. Schultz asked for a motion to approve the minutes of the meeting of September 26, 2018. Motion was made by Ms. Kerr, seconded by Mr. Bunch and approved by voice vote of the Committee.

Provost Halleran commented on the Amazon announcement and gave brief updates on the following:

- 1) Expanding STEM and degrees in data science
- 2) Changes to the Faculty Handbook on the Consensual Amorous Relationship policy and tenure standards language are moving forward
- 3) GIS certificate
- 4) First Amendment ad hoc committee has been formed and is beginning work; chaired by Professor of Law Tim Zick and Dean of Students Marjorie Thomas
- 5) Update on Early Decision and review of the new process

Faculty Liaison Committee Chair Professor Tom Ward reported on faculty priorities, changes to the Faculty Assembly structure being discussed and the Faculty Handbook updates.

Professor Ward introduced Professor of Education Pamela Eddy, who reported via Zoom from California on women and work at William & Mary. A brief discussion ensued.

Ms. Schultz moved that the Committee on Academic Affairs convene in Executive Session for the purpose of discussing and/or approving personnel actions pertaining to the appointments, promotions and leaves of instructional faculty, as provided for in Section 2.2-3711.A.1., of the Code of Virginia.. Motion was seconded by Mr. Buck and approved by voice vote of the Committee. The Committee went into executive session at 3:55 p.m.

Committee on Academic Affairs  
MINUTES  
Page 2

The Committee reconvened in open session at 4:10 p.m. Ms. Schultz reviewed the topics discussed during closed session, and then moved to adopt the **Resolution** certifying the closed session was held in compliance with the Freedom of Information Act. Motion was seconded by Mr. Bunch and approved by roll call vote of the Committee members conducted by the Committee Chair Ms. Schultz. (Certification **Resolution** is appended.)

Ms. Schultz asked for a motion to adopt as a block **Resolution 5**, Appointment to Fill Vacancy in the Instructional Faculty; **Resolution 6**, Designated Professorships; and **Resolution 7**, Faculty Leave of Absence. Motion was made by Mr. Buck, seconded by Mr. Bunch and approved by voice vote of the Committee.

There being no further business, the Committee adjourned at 4:15 p.m.

November 14, 2018

CERTIFICATION OF CLOSED SESSION

WHEREAS, the Board of Visitors Committee on Academic Affairs 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;

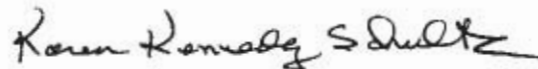
NOW, THEREFORE, BE IT RESOLVED, That the Committee on Academic Affairs, reconvening in open session, hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed session to 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 Academic Affairs.

VOTE

AYES: 4

NAYS: 0

ABSENT DURING CLOSED SESSION:



Karen Kennedy Schultz  
Chair  
Committee on Academic Affairs

WILLIAM & MARY  
APPOINTMENTS TO FILL VACANCIES IN THE  
INSTRUCTIONAL FACULTY

Vacancies in the Instructional Faculty of William & Mary have resulted because of resignations, terminations or the approval of additional positions.

BE IT RESOLVED, That upon recommendation of the President, the Board of Visitors of William & Mary approves the appointment of the following individuals to fill these positions effective with the dates listed below.

ADRIAN J. BRAVO, Assistant Professor of Psychological Sciences,  
effective August 10, 2019

B.A., William & Mary, 2012  
M.S. (2014) and Ph.D. (2016), Old Dominion University

University of New Mexico  
Postdoctoral Training, 2016-2018

LORI C. BLAND, Clinical Associate Professor of Curriculum Development  
and Research and Director of Curriculum, effective January 10, 2019

B.A., George Washington University, 1984  
M.Ed. (1990) and Ph.D. (2000), University of Virginia

Gallaudet University  
Consultant, 2017-2018

George Mason University  
Associate Professor, 2012-2017

William & Mary  
Clinical Associate Professor, 2008-2012

Pearson/National Evaluation Systems  
Director, Test Development, 2002-2007

Prince William County Public Schools  
Supervisor of Testing, 1998-2002

WILLIAM & MARY  
APPOINTMENTS TO FILL VACANCIES IN THE  
INSTRUCTIONAL FACULTY

ASHLEY Y. CARPENTER, Clinical Assistant Professor of Education and  
Director of Professional Development and Publications, effective  
February 25, 2019

B.S., Eckerd College, 2002  
M.A, University of South Florida, 2006  
Ph.D., University of Connecticut, 2019

University of Connecticut  
Teaching Assistant, 2017-2018  
Graduate Research Assistant, 2016-2018

SHARAN GREWAL, Assistant Professor of Government, effective August  
10, 2019

B.S., Georgetown University, 2013  
M.A. (2015) and Ph.D. (2018), Princeton University

American Political Science Association  
Visiting Scholar, 2017-2018

IHS Jane's 360  
Consultant, Summer 2016

WILLIAM & MARY  
DESIGNATED PROFESSORSHIPS

The following members of the Instructional Faculty of William & Mary have been recommended for designated professorships.

BE IT RESOLVED, That upon recommendation of the President, the Board of Visitors of William & Mary approves designated professorships for the following members of the Faculty, effective with the 2019-20 academic year:

KVETA E. BENES, James Pinckney Harrison Associate Professor of History

ROWAN LOCKWOOD, Margaret Hamilton Professor of Geology

PHILIP G. ROESSLER, Margaret Hamilton Associate Professor of Government

JAMIE E. SETTLE, David and Carolyn Wakefield Term Distinguished Associate Professor of Government

DOUGLAS D. YOUNG, Cornelia Brackenridge Talbot Term Distinguished Associate Professor of Chemistry



Board of Visitors

Resolution 5

February 6-8, 2019

Page 1 of 1

WILLIAM & MARY  
FACULTY LEAVES OF ABSENCE

The following faculty members have requested a leave of absence without pay or with partial pay during the 2019-20 academic year for the reasons given.

BE IT RESOLVED, That upon recommendation of the President, the Board of Visitors of William & Mary approves these leaves of absence:

CAREY K. BAGDASSARIAN, Senior Lecturer of Interdisciplinary Studies, to focus on writing and creative activities during the Fall 2019 semester.

S.P. HARISH, Assistant Professor of Government, to accept a fellowship at Princeton University during the Fall 2019 semester.

WILLIAM & MARY  
FACULTY PROMOTIONS

The following members of the Instructional Faculty of William & Mary have been recommended for promotion in academic rank by the appropriate departmental committees and chairs, the appropriate deans, and by the Provost and President.

BE IT RESOLVED, That upon recommendation of the President, the Board of Visitors of William & Mary approves the academic promotion of the following members of the Faculty of the university, effective with the beginning of the 2019-20 academic year:

Research Assistant Professor to Research Associate Professor

Jan R. McDowell, School of Marine Science

Assistant Professor to Associate Professor

Stephanie J. Blackmon, School of Education

Eddie Rice Cole, School of Education

Jozef J. Dudek, Department of Physics

Donglai Gong, School of Marine Science

Monika Gosin, Department of Sociology

Christopher J. Hein, School of Marine Science

Calvin Hui, Department of Modern Languages and Literatures

Chelsey E. Johnson, Department of English

Meredith W. Kier, School of Education

John W. Lopresti, Department of Economics

Kara T. Thompson, Department of English

Associate Professor to Professor

Eric D. Chason, Law School

Thomas J. McSweeney, Law School

James Y. Stern, Law School

WILLIAM & MARY  
AWARD OF ACADEMIC TENURE

The following members of the Instructional Faculty at William & Mary have been recommended for the award of academic tenure by the appropriate departmental committees and chairs, the appropriate deans, and by the Provost and President.

BE IT RESOLVED, That upon recommendation of the President, the Board of Visitors of William & Mary approves the following members of the Faculty be awarded academic tenure, effective with the beginning of the 2019-20 academic year:

Stephanie J. Blackmon, School of Education

Eddie Rice Cole, School of Education

Myriam L. Cotten, Department of Applied Science

Jozef J. Dudek, Department of Physics

Donglai Gong, School of Marine Science

Monika Gosin, Department of Sociology

Christopher J. Hein, School of Marine Science

Calvin Hui, Department of Modern Languages and Literatures

Chelsey E. Johnson, Department of English

Meredith W. Kier, School of Education

John W. Lopresti, Department of Economics

Thomas J. McSweeney, Law School

James Y. Stern, Law School

Kara T. Thompson, Department of English

**WILLIAM & MARY  
RESOLUTION TO APPROVE A BACHELOR OF ARTS PROGRAM IN LINGUISTICS**

WHEREAS, the William & Mary Faculty of Arts & Sciences proposes to offer an undergraduate program that will confer a Bachelor of Arts (B.A.) Degree in Linguistics starting in January 2020; and

WHEREAS, this undergraduate interdisciplinary program has been developed by faculty members in Linguistics, English, Anthropology, Psychological Sciences, Africana Studies, and Modern Languages & Literatures and is supported by the Arts & Sciences senior administration; and

WHEREAS, the proposal has received approval from the Arts & Sciences Educational Policy Committee in November 2018 and the Faculty of Arts & Sciences in December 2018; and

WHEREAS, the demand for employees with technical skills in linguistics and an understanding of cross-cultural differences in communication is growing and this program will prepare students for a broad range of careers and offer students credentials that are highly desirable to employers; and

WHEREAS, this program will utilize the core competencies of existing faculty members in the areas of Linguistics, English, Anthropology, Psychological Sciences, Africana Studies, and Modern Languages & Literatures who have the expertise to teach and shepherd this program successfully;

THEREFORE, BE IT RESOLVED, That upon recommendation of the President and the Provost, the Board of Visitors approves the creation of a Bachelor of Arts in Linguistics program, which will be taught and administered by the Faculty of Arts & Sciences.

BE IT FURTHER RESOLVED, That the university will create this new program in compliance with all requirements of the State Council of Higher Education for Virginia (SCHEV) and the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC).

WILLIAM & MARY  
RESOLUTION TO APPROVE A DOCTOR OF JURIDICAL SCIENCE

WHEREAS, the William & Mary Law Faculty proposes to offer a doctoral program that will confer a Doctor of Juridical Science (S.J.D.) Degree starting in August 2019; and

WHEREAS, this doctoral program has been developed by faculty members in the Law School and is supported by the Law School senior administration; and

WHEREAS, the proposal has received approval from the Law Faculty in October 2018; and

WHEREAS, there is growing demand for lawyers who can compete in the global legal market and who are trained in the U.S., this program will provide foreign attorneys who previously obtained a Master of Laws in the U.S. with additional training that will make them more desirable to employers internationally, enrich the globalization of our community with non-U.S. attorney students making the scholarly contribution of a required dissertation, and signal internationally that the William & Mary Law School is as competitive as other institutions around the world that offer this advanced level of legal study; and

WHEREAS, this program will utilize the core competencies of existing faculty members in Law who have the expertise to teach and shepherd this program successfully;

THEREFORE, BE IT RESOLVED, That upon recommendation of the President and the Provost, the Board of Visitors approves the creation of a Doctor of Juridical Science, which will be taught and administered by the Law School Faculty.

BE IT FURTHER RESOLVED, That the university will create this new program in compliance with all requirements of the State Council of Higher Education for Virginia (SCHEV) and the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC).

WILLIAM & MARY  
RETIREMENT OF JOHN W. CONLEE  
DEPARTMENT OF ENGLISH

Professor John W. Conlee received his B.A. from the University of Southern California with a major in English. He earned his M.A. and Ph.D. in English from the University of Illinois. Professor Conlee joined the faculty of William & Mary in 1968 as an Assistant Professor of English. He was promoted to Associate Professor 1972, and to Professor in 1991. He was Director of Graduate Studies in English from 1979-82, and served as Chair of the English Department from 1982-85 and again from 1989-92. He won the Jefferson Teaching Award in 1972, and the Alumni Fellowship Award for Outstanding Teaching in 1985.

Professor Conlee's research focuses on medieval English and Anglo-Saxon literature, especially Arthurian literature and early Celtic narratives. His academic books include scholarly editions of the complete works of fifteenth-century Scottish poet William Dunbar and of the *Prose Merlin*, the first work of Arthurian literature written in English prose, and a critical anthology of Middle English debate poetry. Professor Conlee is also a distinguished and prolific writer of adult and middle-school fiction, including, most recently, *Cataclysm*, *The Brothers Pendragon*, and *Rounding Third*.

Professor Conlee's passion for the medieval world made him a much-beloved and sought-after teacher. His course on early Celtic narrative became something of a cult, and his courses on medieval and Arthurian literature frequently had long waiting lists. In an era when undergraduates frequently express a preference for courses on recent and contemporary literature, Professor Conlee made Middle English the cool place to be. His patience, kindness and sense of humor have endeared him to generations of students as a mentor and adviser. He has taught in numerous study abroad programs, sharing his knowledge and wit with students on both sides of the Atlantic.

Professor Conlee has also served the English department and the university in numerous leadership roles. He chaired the English department for six years in total, and directed graduate studies in the Department for three years. He was also Chair of the university's Study Abroad Committee. He has been a strong voice in campus policy on admissions and athletics, serving on both the Admission Policy Advisory Committee and the Athletics Policy Advisory Committee. He was a Faculty Athletics Representative to the NCAA for ten years. In all these roles, Professor Conlee was valued for his wisdom, shrewdness and experience.

BE IT RESOLVED, That the Board of Visitors acknowledges the retirement of John W. Conlee; expresses its appreciation for his many contributions to William & Mary; and approves, with deep gratitude for his fifty-one years of service, a change in status from Professor of English to Professor of English, Emeritus.

BE IT FURTHER RESOLVED, That this resolution be spread upon the minutes of the Board and a copy of the same be delivered to Professor John W. Conlee with best wishes for continuing and creative work in the years ahead.



Board of Visitors  
February 6-8, 2019

Resolution   11    
Page   1   of   2  

WILLIAM & MARY  
RETIREMENT OF WILLIAM J. HAUSMAN  
DEPARTMENT OF ECONOMICS

William J. Hausman received his B.A. in economics from William & Mary in 1971. He earned his Ph.D. in economics from the University of Illinois in 1976, following a semester as a Social Science Research Council fellow at the London School of Economics. His first academic position was as an Assistant Professor at the University of North Carolina, Greensboro. He joined the faculty at William & Mary in 1981 as Associate Professor of Economics, was promoted to Professor 1988, and was made Chancellor Professor in 2001.

Professor Hausman has immensely enjoyed teaching his specialty, economic history – U.S., European, and global. He has taught seminars on the Great Depression, the history of regulatory agencies, and business history. His favorite class, however, which he taught fifty-three times at William & Mary, was introductory statistical analysis, a subject he believes is essential for understanding the modern world.

Professor Hausman was also heavily invested in service and governance activities. He served three times as chair of the Department of Economics. He served two terms on the Faculty Assembly, was President of the Assembly in 2010-11, and was the faculty representative on the Board of Visitors in 2012-14. He chaired the Arts & Sciences Faculty Affairs Committee, served on the Faculty Compensation Board, the Dean's Advisory Council, the Faculty Research Committee, and the Landscape, Environment, and Energy Committee, and many other committees over the years. He was Treasurer of William & Mary's chapter of Phi Beta Kappa for eighteen years. In the professional community, he served for many years as Secretary-Treasurer of the Business History Conference, was president of the organization in 2006-07, and was founding editor of the organization's refereed journal, *Enterprise and Society*.

Professor Hausman has been an active scholar. His research interests and publications have focused broadly on the economic history of energy; more specifically on coal and electricity, both domestic and global; and on the history of business/government relations, particularly regulation. He has published over fifty articles or book chapters, over one hundred book reviews, and has authored, co-authored, or co-edited three books, including *Global Electrification: Multinational Enterprise and International Finance in the History of Light and Power, 1878-2007*, Cambridge UP, 2008 (with Mira Wilkins and Peter Hertner).

At the end of his distinguished academic career, and especially after a 50+ year relationship with William & Mary (as a student, alumnus, and faculty member), the university retains his deep respect and love.

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BE IT RESOLVED, That the Board of Visitors acknowledges the retirement William J. Hausman; expresses its appreciation for his many contributions to William & Mary; and approves, with deep gratitude for his thirty-eight years of service, a change in status from Chancellor Professor of Economics to Chancellor Professor of Economics, Emeritus.

BE IT FURTHER RESOLVED, That this resolution be spread upon the minutes of the Board and a copy of the same be delivered to Professor William J. Hausman with best wishes for continuing and creative work in the years ahead.



WILLIAM & MARY  
RETIREMENT OF COLLEEN KENNEDY  
DEPARTMENT OF ENGLISH

Professor Colleen Kennedy received her B.A. in English from the University of Texas, San Antonio, and her M.A. and Ph.D. in English from the University of California, Irvine. After two years as a Visiting Assistant Professor of English at William & Mary, Professor Kennedy spent a year at California State University, Northridge, before returning to the university as an Assistant Professor of English and Director of Writing in 1988. She was promoted to Associate Professor in 1994. She won the Alumni Fellowship Award for Outstanding Teaching in 1994, the Jefferson Teaching Award in 1998, and the Shirley Aceto Award for exceptional commitment to excellence in service in 2013.

As an inspiring and accomplished teacher, Professor Kennedy has contributed in numerous ways to the writing program, the English department, and the Program in Film and Media Studies. A scholar of contemporary literature, theory, and film, Professor Kennedy has taught equally successfully at all levels of the curriculum, from first-year writing seminars to advanced research. Beloved as a classroom teacher and as a mentor, Professor Kennedy brings energy, humor and creativity to her teaching. Her interdisciplinary approach has brought dozens of students into the Literary and Cultural Studies (now Film and Media Studies) Program. As the inaugural director of one of the most ambitious joint degree programs in the country – the Joint Degree Programme with St Andrews University in Scotland – Professor Kennedy has pioneered research on institutional strategies and procedures for programs like this one.

Professor Kennedy's contributions to service and administration at the university have been outstanding. Some highlights are: her central role in the curriculum review of the early 1990s, when she helped develop both the freshman seminar requirement and the general education requirements (GERs); her years as Assistant to the President under President Tim Sullivan; her multiple leadership roles on the Faculty Assembly and the reforms she enacted while there; her work over many years on refining the *Faculty Handbook*; and finally, her work as Director of the Joint Degree Programme, an exceptionally difficult and demanding job which Professor Kennedy carried out with vision, thoughtfulness and panache.

Professor Kennedy is an extraordinary colleague and teacher, and in her many roles, her effect on campus and academic life has been transformative.

BE IT RESOLVED, That the Board of Visitors acknowledges the retirement of Colleen Kennedy; expresses its appreciation for her many contributions to William & Mary; and approves, with deep gratitude for her twenty-five years of service, a change in status from Associate Professor of English to Professor of English, Emerita.

BE IT FURTHER RESOLVED, That this resolution be spread upon the minutes of the Board and a copy of the same be delivered to Professor Colleen Kennedy with best wishes for continuing and creative work in the years ahead.

WILLIAM & MARY  
RETIREMENT OF ROSA ALEJANDRA LUKASZEW  
DEPARTMENT OF PHYSICS

Rosa Alejandra "Ale" Lukaszew received her Physical Chemistry Licentiate from the University of Buenos Aires in 1980. From 1980 to 1990, she worked as a Research Scientist with the National Atomic Energy Commission of Argentina. She then began her graduate studies, ultimately earning a Ph.D. in Physics from Wayne State University in 1996. After three years of postdoctoral work at the University of Michigan, she was hired by the University of Toledo as an Assistant Professor in 2001 and was promoted to Associate Professor in 2004. Professor Lukaszew became a Distinguished Virginia Microelectronics Consortium (VMEC) Professor at William & Mary in 2007, first as a member of the Applied Science department and later as a member of the Physics department.

Professor Lukaszew's research is in the area of experimental condensed matter physics, and has focused on thin films and nanoscale science. She has over 90 refereed publications and has given numerous invited talks. Her work has been recognized through a number of significant honors, including her selection as a Senior Member of the Optical Society of America in 2017. Her current service as a Program Manager at the Defense Advanced Research Project Agency (DARPA) is an indication of the importance of her research and her stature in her field.

Professor Lukaszew has shared her scientific insights and her enthusiasm for condensed matter research in her prodigious mentoring of research students. She has mentored a total of 15 graduate students at either the masters or doctoral level, and 25 undergraduate research students, including, but not limited to, senior and honors thesis students. Her research students have benefited from her remarkable talent at acquiring external grant support and other funding, which exceeds \$10 million integrated over her career. A broad cross-section of William & Mary students have benefited from her pedagogical talent at making Physics accessible and exciting for non-majors. To this end, two of her courses are of particular note: her innovative freshman seminar "Physics and Theater," and her contribution to the COLL 100 curriculum, "Scales of the Universe."

Aside from departmental committee assignments, Professor Lukaszew's service to the university has included her membership on an ad hoc committee on Engineering, Design and Innovation (2015-16), and on a Faculty Research Committee (2012-15) that she also chaired; both committees reported directly to the Provost. In the wider community, she served on the VMEC Operations Committee (2007-16) and as the VMEC Scholars Program Chair (2010-11). She has served as a reviewer for several prestigious journals in her field, as well as a panelist and proposal reviewer for the National Science Foundation, the Department of Energy and the Department of Defense.

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BE IT RESOLVED, That the Board of Visitors acknowledges the retirement of Rosa Alejandra Lukaszew; expresses its appreciation for her many contributions to William & Mary; and approves, with deep gratitude for her twelve years of service, a change in status from Professor of Physics to Professor of Physics, Emerita.

BE IT FURTHER RESOLVED, That this resolution be spread upon the minutes of the Board and a copy of the same be delivered to Professor Rosa Alejandra Lukaszew with best wishes for continuing and creative work in the years ahead.

WILLIAM & MARY  
RETIREMENT OF JOHN H. OAKLEY  
DEPARTMENT OF CLASSICAL STUDIES

John H. Oakley received his B.A. from Rutgers University with a major in Ancient History with High Distinction. He earned his M.A. in Classics and Ph.D. in Classical Art and Archaeology (joint program between Art History and Classics) from Rutgers University. Professor Oakley joined the faculty of William & Mary in 1980 as an Assistant Professor of Classical Studies. He was promoted to Associate Professor in 1986, and Professor in 1993.

Professor Oakley has served the university community in countless ways. He has been on a number of university and Arts & Sciences committees, including the Acquisitions Committee for the Muscarelle Museum; Educational Policy Committee; Promotion, Retention, and Tenure Committee; Faculty Assembly; Faculty Affairs; and many others. Professor Oakley has also been a highly effective, long-standing member of numerous important committees within the department, including two terms as Chair of the department; Personnel Committee; Faculty Advisor to the Classical Studies Club; Freshman and Concentrator Advisor. In the wider community, Professor Oakley has been a frequent referee for peer-reviewed journals and promotion reviews. He has also organized international conferences and panels for professional organizations on aspects of Greek art. In addition, he has been active with the Archaeological Institute of America as a member of the advisory board as well as on several committees.

As a scholar, Professor Oakley's research interests and publications have focused on Greek art and archaeology. He has had a significant impact on his research field. His essay on the Achilles Painter is featured on the Perseus Project, a major digital resource for students and scholars of Classical Studies. He has organized many international conferences on vase painting, and has published an impressive number of handbooks, exhibit guides, articles, and book chapters. In addition, he has written nearly forty reviews of books on Greek art, which speaks strongly to the fact that Professor Oakley is a widely-recognized and highly respected voice in his field of research.

The major focus of Professor Oakley's career, however, has been on our students. His passion for teaching has remained undiminished over time. His deep commitment to our teaching mission at the university has been an inspiration to us all. Through his dedication to excellence, Professor Oakley has developed generations of informed, thoughtful citizens in his many, diverse courses. His course on Greek Vase Painting, in particular, has been a perennial favorite; and he utilized the talents of his students in that course to help prepare for the Muscarelle Museum exhibit on "Greek Vases in Early America." The students wrote many of the informational cards for the artifacts on display.

Another hallmark of Professor Oakley is his exceptionally effective out-of-class mentoring. Colleagues and students alike place great value on their interactions with Professor Oakley and have been deeply affected by his keen intellect and wisdom, his understanding, and his compassion. Professor Oakley is never too busy to discuss his own work or help those of us who are not experts in Greek art understand the finer points as the need might arise for classroom use or even publication. When alumni return for homecoming, they regale the newer faculty with their own fond memories of their classes with Professor Oakley. His students have remarked on his tips for improving confidence and skill in the Greek language, his impressive in-depth command of the ancient world and its culture, and his approachability and compassion. In the words of one his students: "It has been a joy to work with Professor Oakley for Greek. He is both an impressive scholar and a lovely person."

BE IT RESOLVED, That the Board of Visitors acknowledges the retirement of John H. Oakley; expresses its appreciation for his many contributions to William & Mary; and approves, with deep gratitude for his thirty-nine years of service, a change in status from Professor of Classical Studies to Professor of Classical Studies, Emeritus.

BE IT FURTHER RESOLVED, That this resolution be spread upon the minutes of the Board and a copy of the same be delivered to Professor John H. Oakley with best wishes for continuing and creative work in the years ahead.



WILLIAM & MARY  
RETIREMENT OF MARC LEE RAPHAEL  
DEPARTMENT OF RELIGIOUS STUDIES

Marc Lee Raphael received his B.A. from the University of California, Los Angeles, where he was a member of the freshman basketball team that would go on to win the NCAA championship under John Wooden. He earned his Master's from Hebrew Union College in Cincinnati and his Ph.D. from UCLA. He began his fifty-year teaching career at the Hebrew Union College's Los Angeles campus while still a graduate student at UCLA. He taught for twenty years at The Ohio State University, where he mentored several students through their Ph.D. Professor Raphael joined the faculty of William & Mary in 1989 as the Nathan and Sophia Gumenick Chair of Judaic Studies. He chaired the Religious Studies department for twelve years and created the interdisciplinary program in Judaic Studies, which he has directed continuously since its inception. He was a visiting professor at the University of Oxford, Brown University, and Case Western Reserve University.

Professor Raphael ranks among the world's leading authorities in Judaic Studies, particularly the history of Judaism in America. His groundbreaking methodology that produced (in 1979) *Jews and Judaism in a Midwestern Community: Columbus, Ohio 1840-1975* steered the field into close considerations of lived Judaism in the United States, utilizing archival sources. These same concerns drove *Towards a "National Shrine": A Centennial History of Washington Hebrew Congregation 1855-1955* (2005). Professor Raphael's work gained further reach with *Profiles in American Judaism* (1988), the magisterial *Judaism in America* (2003), and *The Synagogue in America* (2011), cementing his reputation as the major figure in his field. Professor Raphael has additionally edited several scholarly volumes, most notably, *The Columbia History of Jews and Judaism in America* (2009). He shaped the direction of the field by editing *American Jewish History*, the premier journal in the field, for twenty years. His scholarship has been recognized with a National Endowment for the Humanities fellowship, an American Council of Learned Societies fellowship, and a Senior Guggenheim fellowship.

In constructing and leading William & Mary's program in Judaic Studies, Professor Raphael established strong relationships with Jewish communities, leading both to academic exchanges with local rabbis and synagogues and prolific fundraising. He raised millions of dollars to provide Judaic Studies with a firm foundation; indeed, he wrote the book on fundraising (*Understanding American Jewish Philanthropy*, 1979).

In his thirty years at William & Mary, Professor Raphael taught two dozen courses, ranging from an introduction to Judaism to upper level courses in Jewish scripture and mysticism and the poetry of Leonard Cohen. He guided generations of students and built relationships that span decades. Indeed, one of his former W&M students is now a member of our faculty.

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Colleagues and students alike will miss Professor Raphael; they join us on this occasion to celebrate his accomplishments.

BE IT RESOLVED, That the Board of Visitors acknowledges the retirement of Marc Lee Raphael; expresses its appreciation for his many contributions to William & Mary; and approves, with deep gratitude for his thirty years of service, a change in status from Professor of Religious Studies to Professor of Religious Studies, Emeritus.

BE IT FURTHER RESOLVED, That this resolution be spread upon the minutes of the Board and a copy of the same be delivered to Professor Marc Lee Raphael with best wishes for continuing and creative work in the years ahead.

WILLIAM & MARY  
RETIREMENT OF GEORGE T. RUBLEIN  
DEPARTMENT OF MATHEMATICS

George T. Rublein received his B.S. from Saint Mary's University at San Antonio, Texas with a major in Physics. He earned his M.S. in physics and Ph.D. in mathematics from the University of Illinois at Urbana-Champaign. He joined the faculty of William & Mary in 1966 as an Associate Professor of Mathematics, after three years as an Assistant Professor at Purdue University.

In his 53 years of service to the university, Professor Rublein has served the university community in countless ways. He has been on a number of university and Arts & Sciences committees, including the Faculty Assembly (Vice President in 1995-96, President in 1996-97), Faculty Affairs Committee, Secretary to the Faculty of Art & Sciences, Nominations and Elections Committee, Strategic Planning Committee, GER-1 Working Group, and Budget Policy Advisory Committee. He was the director of the Applied Science program when its Ph.D. program in computer science was approved by SCHEV. He was the Chair of the Department of Mathematics from 1992-98 and 2012-18. During his first tenure as chair, he completed the transformation of the department from a teaching unit to a department strong in both research and teaching.

Professor Rublein taught a wide variety of courses, including the Mathematics of Powered Flight, an innovative course for non-math students, and his textbook for the course "Fear of Flying by the Numbers" (Pearson, 2009) is now in its fourth edition. Much of the work on that book was accomplished while he was an ASEE fellow at the NASA Langley Research Center in Hampton. He has led several mathematics educational initiatives for school teachers in Virginia, frequently working with faculty in the School of Education. He introduced chemistry applications into the university's beginning calculus courses. His research in mathematics education has been supported by several external grants from the NSF Course and Curriculum Development awards, and SCHEV Eisenhower awards. He currently continues work with staff of the Virginia Department of Education in development of the K-12 program in mathematics and science for students in Virginia.

BE IT RESOLVED, That the Board of Visitors acknowledges the retirement of George T. Rublein; expresses its appreciation for his many contributions to William & Mary; and approves, with deep gratitude for his fifty-three years of service, a change in status from Associate Professor of Mathematics to Professor of Mathematics, Emeritus.

BE IT FURTHER RESOLVED, That this resolution be spread upon the minutes of the Board and a copy of the same be delivered to Professor George T. Rublein with best wishes for continuing and creative work in the years ahead.



WILLIAM & MARY  
RETIREMENT OF NANCY J. SCHOENBERGER  
DEPARTMENT OF ENGLISH

Professor Nancy J. Schoenberger received her B.A. and M.A. in English literature from Louisiana State University. She earned her M.F.A. in Creative Writing (Poetry) at Columbia University. She joined the faculty of William & Mary in 1989 as the Writer in Residence. Subsequently, she became an Assistant Professor at the university, was promoted to Associate Professor in 1998, and to Professor in 2006. She has directed the Creative Writing Program since 2007. She received an Alumni Fellowship Award for outstanding teaching in 1998, and a Plumeri Award for Faculty Excellence in 2014.

Professor Schoenberger is a prolific and award-winning poet, as well as author of six biographies, four co-authored with Sam Kashner. Her books – many of them focused on Hollywood and other celebrities – tell the life stories of subjects as disparate as Oscar Levant and Caroline Blackwood. Her riveting accounts of partnerships (*Furious Love*, about Elizabeth Taylor and Richard Burton; *Wayne and Ford*, about John Wayne and John Ford, and most recently, *The Fabulous Bouvier Sisters*, about Jackie Kennedy Onassis and Lee Radziwill), were acclaimed by critics and eagerly devoured by readers: *Furious Love* and *The Fabulous Bouvier Sisters* both spent time on the *New York Times* bestseller list. Professor Schoenberger's collections of poetry, *The Taxidermist's Daughter*, *Girl on a White Porch*, and *Long Like a River* have enchanted their readers and garnered numerous prizes, including the Devins Award and the New York Poetry Prize.

Creative writing at William & Mary would be unimaginable without the contributions of Professor Schoenberger. Since her arrival as Writer in Residence in 1989, she has patiently and painstakingly built a flourishing program from scratch, developing courses, hiring faculty, and in 2013, establishing a Creative Writing minor. Professor Schoenberger's poetry, screenwriting, and nonfiction workshops have nourished and inspired generations of young writers, many of whom found their professional voices under her expert tutelage. Early in her career, Professor Schoenberger was also instrumental in reviving the annual Writers' Festival, raising money and eventually helping to secure permanent funding. Now known as the Patrick Hayes Writers' Festival, the fund supports bringing writers as eminent as Lorrie Moore and Sharon Olds to campus to work with undergraduate writers and give readings to the community.

BE IT RESOLVED, That the Board of Visitors acknowledges the retirement of Nancy J. Schoenberger; expresses its appreciation for her many contributions to William & Mary; and approves, with deep gratitude for her thirty years of service, a change in status from Professor of English to Professor of English, Emerita.

BE IT FURTHER RESOLVED, That this resolution be spread upon the minutes of the Board and a copy of the same be delivered to Professor Nancy J. Schoenberger with best wishes for continuing and creative work in the years ahead.

WILLIAM & MARY  
RETIREMENT OF JOEL D. SCHWARTZ  
DEPARTMENT OF GOVERNMENT

Joel D. Schwartz received his B.A. from the University of California, Berkeley with a major in political science. He continued at Berkeley studying political science and earned his M.A. and then his Ph.D. in 1978. Professor Schwartz joined the faculty of William & Mary in 1981 as an Assistant Professor of Government. He was promoted to Associate Professor in 1987, and Professor in 2007.

Professor Schwartz has embodied the role of scholar-teacher during his time at William & Mary, serving as a model to others for how research and teaching can mutually reinforce one another. His work has focused on democratic theory, civic engagement, and the important role that informed deliberation, by elites and the masses, can play in helping keep democracies strong. He has engaged scholars and his students on those topics with publications in elite outlets in political science, in the seminars and other courses he has offered, and in his mentoring of students conducting honors research and other independent research projects. Professor Schwartz's tremendous work has earned him many accolades including the Thomas Jefferson Teaching Award in 1985, and the distinguished Thomas Jefferson Award in 2006. In 2018, he was named an honorary alumnus of William & Mary.

The major focus of Professor Schwartz's career, however, has been as a provider of public goods that have benefited students and faculty across the university, especially in Arts & Sciences. As Dean of Honors and Interdisciplinary Studies and as Director of the Charles Center, Professor Schwartz led many efforts to build institutions, and to raise money via grant-writing, that dramatically expanded opportunities for undergraduates to conduct original research and learn via rich, rigorous experiences inside and outside the classroom.

For faculty, his work helped support innovations in classroom teaching, via seminars and public panels sponsored by the University Teaching Project. His efforts also helped launch and support interdisciplinary programs, generated by the pedagogical interests of William & Mary professors, many of which have become some of the most popular programs of study on campus. Across the years, his efforts in helping William & Mary secure ongoing support from the Mellon Foundation and other sources has helped expand course offerings for our students by bringing new scholars to campus as one-time guests or postdoctoral fellows who, in some cases, became permanent members of our faculty.

In all, students, faculty, and administrators who know Professor Schwartz describe him as an institution builder, a creative problem solver, and a risk taker who never shied away from opportunities to push the boundaries of the possible at William & Mary. They all will remember the many times that they puzzled over a vexing scholarly, pedagogical, or administrative problem and then reached a solution that was either directly or indirectly informed by a conversation or other interaction with Professor Schwartz. Anyone aspiring to give advice to a colleague about how to meet a pressing challenge never would steer a colleague wrong by offering a simple, two-word suggestion: "Ask Joel."

**BE IT RESOLVED**, That the Board of Visitors acknowledges the retirement of Joel D. Schwartz; expresses its appreciation for his many contributions to William & Mary; and approves, with deep gratitude for his thirty-eight years of service, a change in status from Professor of Government to Professor of Government, Emeritus.

**BE IT FURTHER RESOLVED**, That this resolution be spread upon the minutes of the Board and a copy of the same be delivered to Professor Joel D. Schwartz with best wishes for continuing and creative work in the years ahead.

WILLIAM & MARY  
RETIREMENT OF YANFANG TANG  
DEPARTMENT OF MODERN LANGUAGES AND LITERATURES

Yanfang Tang received her B.A. from Hebei Teachers University in China with a major in English Language and Literature. She earned her M.A. and Ph.D. in Chinese Language and Literature from The Ohio State University. Professor Tang joined the faculty of William & Mary in 1994 as an Assistant Professor of Modern Languages and Literatures. She was promoted to Associate Professor in 1999, and to Professor in 2015.

It would be impossible to summarize all Professor Tang has contributed to the university community over the last quarter century. She was the driving force behind the creation of the Chinese minor and major, served as the Chinese Program Director almost without interruption since receiving tenure, and led the summer study abroad program in Beijing nine times, beginning in 2000. She also led the effort behind the successful installation of a Confucius Institute at William & Mary. And she did all this while regularly chairing or serving on departmental hiring, policy, and personnel review committees. Beyond the department, she served on numerous university-wide committees pertaining to internationalization, worked with various units across campus to facilitate the integration of admitted Chinese students, and collaborated with interdisciplinary programs like East-Asian Studies, Women's Studies, and Asian & Middle Eastern Studies. Her service to the wider community includes lectures and workshops on China and Chinese culture for K-12 schools and businesses in greater Williamsburg.

Remarkably, through all of the professional service, program-building and curricular development, she remained extremely active in her field of specialization, publishing an article almost every year, and writing one of the premiere textbooks in Chinese Language and Culture: *Advanced Chinese: Intention, Strategy, and Communication* (Yale University Press, 2004). Lead author of the forthcoming *Acting Chinese: An Intermediate-Advanced Course in Chinese Discourse and Behavioral Culture* (Routledge, 2019), she is currently working on another manuscript: *Meaning without Words: Mind and Methods of Traditional Chinese Poetry*. Widely respected in the field, she has served on several editorial boards and has reviewed manuscripts for some of the most prestigious scholarly journals and presses.

A deeply committed scholar-teacher, Professor Tang has made a difference not only in the professional development of the many junior faculty members she has mentored but also in countless students' lives. Her deep investment in her students has been the force behind the program's dramatic growth over the last two decades. Her efforts in this area were recognized in 2013 with the Phi Beta Kappa Faculty Award for Teaching Excellence. In 2016, Professor Tang was named Chancellor Professor of Chinese Studies. She will be sorely missed.

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BE IT RESOLVED, That the Board of Visitors acknowledges the retirement of Yanfang Tang; expresses its appreciation for her many contributions to William & Mary; and approves, with deep gratitude for her twenty-five years of service, a change in status from Chancellor Professor of Modern Languages and Literatures to Chancellor Professor of Modern Languages and Literatures, Emerita.

BE IT FURTHER RESOLVED, That this resolution be spread upon the minutes of the Board and a copy of the same be delivered to Professor Yanfang Tang with best wishes for continuing and creative work in the years ahead.



WILLIAM & MARY  
RETIREMENT OF SUSAN VERDI WEBSTER  
DEPARTMENT OF ART & ART HISTORY

Susan Verdi Webster received her B.A. in Art History from Reed College, her M.A. in Art History from Williams College, and her Ph.D. in Art History from the University of Texas at Austin. Professor Webster joined the faculty of William & Mary in 2008 as the Jane W. Mahoney Professor of Art & Art History and American Studies.

An internationally recognized scholar, Professor Webster's expertise spans early modern Iberian, colonial Latin American, and Pre-Columbian art and visual culture. During her time at William & Mary, she has produced a distinguished record of field-shaping scholarship both in English and Spanish. Her devotion to academic excellence has been recognized through numerous prestigious grants and awards, including Guggenheim, Fulbright, and National Humanities Center Fellowships. Professor Webster's most recent monograph *Lettered Artists and the Languages of Empire* (University of Texas Press, 2017) has been praised as "a gift to the scholarly community," "a premier English-language resource," and "a model historical study" for "the tremendous time, skill, labor, and deep knowledge that only a dedicated, mature scholar could ever accomplish."

Professor Webster has served the university community in countless ways. Her leadership and vital service on the most demanding committees—including Retention, Promotion, and Tenure, and Personnel in both Art & Art History and American Studies—and as Director of Latin American Studies, importantly advanced the mission of Arts & Sciences and the university. Professor Webster's ethical commitment to diversity and inclusion in all aspects of higher education, especially in curriculum planning and faculty hiring, has helped transform the American Studies Program and the Department of Art & Art History into a community that welcomes global perspectives and people of all backgrounds.

A major hallmark of Professor Webster's career is her unwavering dedication to the development of students, both undergraduate and graduate, and her exceptionally effective out-of-class mentoring. Her popular courses on *Art of the Andes*, *Art and Architecture of Colonial Latin America*, and *Collecting the New World* have integrated teaching excellence with scholarly inquiry, paving the way for extraordinary research opportunities, from curating exhibitions at the Muscarelle Museum to archival research trips to Quito, Ecuador. Colleagues and students alike place great value on their interactions with Professor Webster and have been deeply impacted by her keen intellect and wisdom, her understanding, and her compassion.

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BE IT RESOLVED, That the Board of Visitors acknowledges the retirement of Susan Verdi Webster; expresses its appreciation for her many contributions to William & Mary; and approves, with deep gratitude for her eleven years of service, a change in status from Professor of Art & Art History to Professor of Art & Art History, Emerita.

BE IT FURTHER RESOLVED, That this resolution be spread upon the minutes of the Board and a copy of the same be delivered to Professor Susan Verdi Webster with best wishes for continuing and creative work in the years ahead.

WILLIAM & MARY  
RETIREMENT OF SHARON L. ZUBER  
DEPARTMENT OF ENGLISH

Lecturer Sharon L. Zuber received her A.B. from Franklin College in Literature and Philosophy, and her M.A. in English literature from Butler University. She earned her Ph.D. in American Studies at William & Mary. Dr. Zuber joined the faculty of William & Mary in 1986 as an instructor. In 1994, she was appointed Director of the Writing Resources Center and Lecturer of English and Literary, Cultural and Film Studies. In 2004, she became a Visiting Assistant Professor, and she was promoted to Senior Lecturer in 2014. She received the Jefferson Award in 2017 and the Shirley Aceto Award in 2018; and she was a founding member of the Virginia Writing Center Association.

Dr. Zuber has been an extraordinary teacher and mentor to generations of students. In addition to teaching writing courses, literature courses, and courses in documentary film production, She has trained hundreds of student peer tutors to work at the Writing Resources Center, which she has directed for nearly twenty-five years. Students have responded with awe and admiration to her dedication, her kindness and the depth of her knowledge across a whole range of fields. Dr. Zuber has also trained dozens of faculty to teach freshman seminars, offering May seminars year after year that are designed to speak to all her colleagues – including those in less writing-intensive disciplines – and inspire them to teach writing in the most rigorous and effective way.

Dr. Zuber's collaborative research with a series of professors and students in disciplines as far from her own as biology, environmental science, and chemistry has garnered substantial grant support from institutions including the Mellon Foundation and the Virginia Foundation for the Humanities. Her video productions – nine in all – were almost all made in collaboration with undergraduates. Her celebrated documentary, *They Live in Guinea* (1996), tells the story of the impact of modernization on the traditional fishing community of Guinea Neck on the Chesapeake Bay. It was an official selection for the Virginia Film Festival, and earned multiple awards. Dr. Zuber has been a productive scholar in more traditional academic genres also, publishing an edited collection of essays in 2011, and a number of articles in peer-edited journals.

Dr. Zuber's achievements as a teacher, scholar and mentor have shaped the way we teach writing and film production at the university. She has been a model for all faculty who aspire to collaborative work, and her impressive range of skills has been an inspiration as the university shifts its curricular and research emphasis to interdisciplinary work.



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BE IT RESOLVED, That the Board of Visitors acknowledges the retirement of Sharon L. Zuber; expresses its appreciation for her many contributions to William & Mary; and approves, with deep gratitude for her thirty-three years of service, a change in status from Senior Lecturer of English to Senior Lecturer of English, Emerita.

BE IT FURTHER RESOLVED, That this resolution be spread upon the minutes of the Board and a copy of the same be delivered to Dr. Sharon L. Zuber with best wishes for continuing and creative work in the years ahead.

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COMMITTEE ON AUDIT, RISK AND COMPLIANCE

February 6, 2019

2:30 – 4:00 p.m.

Board Room - Blow Memorial Hall

Brian P. Woolfolk, Chair

Barbara L. Johnson, Vice Chair

- I. Introductory Remarks – Mr. Woolfolk
- II. Approval of Minutes – November 15, 2018
- III. Report from the Auditor of Public Accounts- Eric Sandridge
- IV. Report from Interim Chief Compliance Officer – Pamela H. Mason
- V. Report from Director of Internal Audit – Kent B. Erdahl
- VI. Report on Student Health/Wellness – Virginia M. Ambler, R. Kelly Grace
- VII. Closed Session (if necessary)
- VIII. Discussion
- IX. Adjourn

**COMMITTEE ON AUDIT, RISK AND COMPLIANCE  
MINUTES – NOVEMBER 15, 2018**

**MINUTES**  
**Committee on Audit, Risk and Compliance**  
**November 15, 2018**  
**Board Room—Blow Memorial Hall**

Attendees: Brian P. Woolfolk, Chair; Barbara L. Johnson, Vice Chair; Mirza Baig, Victor K. Branch, William H. Payne II. Board members present: Rector John E. Littel. Others present: President Katherine A. Rowe, Provost Michael R. Halleran, Kent B. Erdahl, Deborah Cheesebro, Paul Edwards, Michael J. Fox, Samuel E. Jones, Deborah A. Love, Pamela H. Mason, Amy Sebring, Brian Whitson, Sandra J. Wilms, Senior Assistant Attorney General Carrie S. Nee, and others.

Mr. Woolfolk called the meeting to order at 4:15 p.m.

Recognizing that a quorum was present, Mr. Woolfolk asked for a motion to approve the minutes of the meeting of September 27, 2018. Motion was made by Ms. Johnson, seconded by Mr. Branch and approved by voice vote of the Committee.

Mr. Woolfolk asked the Interim Chief Compliance Officer, Pamela Mason for her report. Ms. Mason highlighted recent training and education provided to employees on topics of ADA accommodations and Title IX, as well as the acquisition and upcoming education on diversity and inclusion to be provided for faculty search committees. At President Rowe's suggestion, the training shall be required for all faculty in departments that are conducting a search. Ms. Mason also presented the First Quarter data on Title IX/VAWA reports for FY19. No significant data points appeared inconsistent with previous years' reporting data.

Mr. Woolfolk asked Director of Internal Audit, Kent Erdahl for his report. Mr. Erdahl described the objective of the plan development process as aligning audit resources with risk where Internal Audit can add the greatest value. He reported that 25 offices/departments provided input on key risks to aid in developing the audit plan. Mr. Erdahl described meetings with senior university leadership to prioritize audit activity, ensuring alignment of audit activities with risk.

Mr. Erdahl presented the 2019 proposed plan and described the rationale for inclusion for each audit. The plan includes ten audits as well as a quarterly review of procurement card activity. Mr. Woolfolk asked for a motion to approve **Resolution 8**, Approval of 2019 Internal Audit Work Plan. Motion was made by Ms. Johnson, seconded by Mr. Payne and approved by voice vote of the Committee.

Mr. Erdahl provided a status update on in-process internal audits, he reported that a search is underway to replace the vacant audit position; he outlined short term goals for the department.

Mr. Woolfolk moved that the Committee on Audit, Risk and Compliance of the Board of Visitors of the College of William & Mary convene in Closed Session for the purpose of discussing specific personnel matters, discussing internal investigations involving identifiable students and/or employees, for consultation with legal counsel regarding specific legal matters, and for discussion

Committee on Audit, Risk and Compliance

MINUTES

Page 2

of plans related to security of any College facility, building or structure, or safety of persons using such facility, building or structure, as provided for in Section 2.2.-3711.A.1.,2., 8. and 19, of the Code of Virginia. Motion was seconded by Mr. Payne and approved by voice vote of the Committee. Observers were asked to leave the room and the Committee went into Closed Session at 4:40 p.m.

The Committee reconvened in open session at 5:43 p.m. Mr. Woolfolk reviewed the topics discussed in closed session and moved the adoption of the **Resolution** certifying that the closed session was held in accordance with the Freedom of Information Act. Motion was seconded by Ms. Johnson and approved by roll call vote conducted by Secretary to the Board Michael J. Fox. (Certification **Resolution** is appended.)

There being no further business, the Committee adjourned at 5:45 p.m.

November 15, 2018

CERTIFICATION OF CLOSED SESSION

WHEREAS, the Board of Visitors Committee on Audit, Risk and Compliance 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 Audit, Risk and Compliance, 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 Audit, Risk and Compliance.

VOTE

AYES: 5

NAYS: 0

ABSENT DURING CLOSED SESSION:



Brian P. Woolfolk  
Chair  
Committee on Audit, Risk and Compliance

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**EXECUTIVE COMMITTEE**  
February 6, 2019  
4:00 – 6:30 p.m.  
Board Conference Room - Blow Memorial Hall

John E. Littel, Chair  
William H. Payne II, Vice Chair  
Sue H. Gerdelman, Secretary

- I.     Introductory Remarks – Mr. Littel
  
- II.    Approval of Minutes - November 14, 2018
  
- III.   Closed Session (if necessary)
  
- IV.   Discussion
  
- V.     Adjourn

**EXECUTIVE COMMITTEE  
MINUTES – NOVEMBER 14, 2018**



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**MINUTES**  
**Executive Committee**  
**November 14, 2018**  
**Board Conference Room – Blow Memorial Hall**

Attendees: John E. Littel, Chair; William H. Payne II, Vice Chair; Sue H. Gerdelman, James A. Hixon, Thomas R. Frantz, Lisa E. Roday and Brian P. Woolfolk. Others in attendance: President Katherine A. Rowe, Michael J. Fox, and Deborah A. Love.

Chair John E. Littel called the meeting to order at 4:20 p.m.

Recognizing that a quorum was present, Mr. Littel asked for a motion to approve the minutes of the meeting of September 26, 2018. Motion was made by Mr. Hixon, seconded by Ms. Gerdelman and approved by voice vote of the Committee.

In his opening remarks, Mr. Littel commented on his October visit to campus, the town hall with President Rowe, and his visit to St Andrews and the Drapers Company. The Rector asked Secretary to the Board Michael Fox to briefly review the Board schedule for the next few days.

Following brief discussion ensued, Mr. Littel moved that the Executive Committee of the Board of Visitors of the College of William and Mary convene in Executive Session for the purpose of discussing personnel matters regarding specific personnel, the performance and evaluations of specific executive employees; the evaluation of the performance of departments or schools; consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation; consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel, and to discuss specific recommendations related to future fundraising strategies as well as current development activities, as provided for in Section 2.2-3711.A.1., 7., 8. and 9. of the Code of Virginia. Motion was seconded by Mr. Payne and approved by voice vote of the Committee. The observers were asked to leave the room and the Committee went into closed session at 4:30 p.m.

The Executive Committee reconvened in open session at 6:57 p.m. Mr. Littel reviewed the topics discussed during closed session, 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 Ms. Roday and approved by roll call vote of the Committee members conducted by Secretary to the Board Michael Fox. (Certification **Resolution** is appended.)

There being no further business, the Committee adjourned at 6:58 p.m.

Executive Committee

Resolution EC-1

November 14, 2018

CERTIFICATION OF CLOSED SESSION

WHEREAS, the Board of Visitors Executive 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 Executive 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 Executive Committee.

VOTE

AYES: 7

NAYS: 0

ABSENT DURING CLOSED SESSION:

  
\_\_\_\_\_  
John E. Littel  
Chair  
Executive Committee

RICHARD BLAND COLLEGE COMMITTEE

February 7, 2018

8:00 a.m. -10:15 a.m.

Board Room – Blow Memorial Hall

Barbara L. Johnson, Chair

J. E. Lincoln Saunders, Vice Chair

- I. Introductory Remarks – Ms. Johnson
- II. Approval of Minutes – November 15, 2018
- III. 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
- IV. Action Material
  - A. Executive Appointment **Resolution 1**
  - B. Appointment to Fill Vacancy in the Professional Faculty **Resolution 2**
- V. Informational Material
  - A. Administrative Update: RBC-19 Progress Report. *Pre-Read*
  - B. 2018-19 Operating Budget Update. *Pre-Read*
  - C. Report from Faculty Representative. *Pre-Read*
  - D. Report from Student Representative. *Pre-Read*
  - E. "Persistence: The Success of Students Who Transfer From Community Colleges to Selective Four-Year Institutions" *Pre-Read*
- VI. Closed Session (if necessary)
- VII. Discussion
- VIII. Adjourn

**RICHARD BLAND COLLEGE COMMITTEE  
MINUTES – NOVEMBER 15, 2018**

**MINUTES**  
**Richard Bland College Committee**  
**November 15, 2018**  
**Room 107 - Social Sciences, Humanities and English Building**  
**Richard Bland College**

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, S. Douglas Bunch, James A. Hixon, Sue H. Gerdelman, Anne Leigh Kerr, William H. Payne II, H. Thomas Watkins III. Others present: President Debbie L. Sydow, J. Tyler Hart, Paul Edwards, Kenneth LaTessa, Eric Kondzielawa, Kent B. Erdahl, Samuel E. Jones, Deborah A. Love, Carrie Nee, Lisa Pond, Amy S. Sebring, Michael J. Fox, Sandra J. Wilms and other Richard Bland faculty and staff.

President Debbie Sydow gave a brief welcome to the Richard Bland campus to the Board members and introduced Professor Celia Brockway, Honors Program Coordinator. Professor Brockway commented on the Promise Scholars program and introduced seven Promise scholars. Each one described their background and a general discussion with members of the Board ensued.

Strategic Planning Specialist Aimee Joyaux led a discussion on strategic planning, including a review of RBC 2019 accomplishments and a SWOT analysis for REACH 2025. President Sydow noted that this was an information-gathering phase to set up strategies with the intent to present it to the Board at the April meeting.

Following a short break, Chair Barbara Johnson called the Richard Bland College Committee to order at 10:30 a.m.

The Rector advised that the full Board would convene immediately following the Committee meeting to formally act on the Richard Bland resolutions.

Recognizing that a quorum was present, Ms. Johnson moved to approve the minutes of the meeting of September 27, 2018. Motion was seconded by Mr. Branch and approved by voice vote of the Committee.

Ms. Johnson asked for brief background on the action items:

President Sydow and Assistant Attorney General Carrie Nee reviewed the resolutions regarding the regulations for weapons on campus (**Resolution 2**) and open flames (**Resolution 3**), noting corrections had been made in both resolutions.

Following brief discussion, Ms. Johnson asked for a motion to adopt **Resolution 1**, Resolution to Approve Request for FY20 Budget Amendment; **Resolution 2(R)**, Resolution to Approve Weapons on Campus Regulation; **Resolution 3(R)**, Resolution to Approve Open Flames on Campus Regulation ; **Resolution 4**, Resolution to Approve Naming of the Mary Morton Parsons Cafe ; and **Resolution 15**, Receipt of the Consolidated Financial Report of The College of William and Mary in Virginia, Virginia Institute of Marine Science, and Richard Bland College

Richard Bland College Committee  
MINUTES  
Page 2

for the Fiscal Year Ended June 30, 2018, which is considered jointly with William & Mary. Motion was made by Mr. Saunders, seconded by Mr. Woolfolk and approved by voice vote of the Committee. (**Resolution 2(R)** and **Resolution 3(R)** are appended.)

President Sydow briefly reported on the opening of Commerce Residence Hall and the SACS reaffirmation visit in October. She thanked both the Rector and Ms. Johnson for spending time on campus with faculty, staff and students, and thanked Amy Sebring, Sam Jones and Kent Erdahl for their help with the budget.

Chief Business Officer Paul Edwards discussed the financial reporting process. A brief discussion ensued.

Faculty Representative Professor Matt Smith, who serves as the SACSCOC Accreditation Liaison and Acting Compliance Manager, provided an update on the reaffirmation visit. A brief discussion ensued.

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 performance goals of the president; to evaluate the performance of departments of the institution in conjunction with the SACSCOC assessment where such evaluation will necessarily involve discussion of the performance of specific individuals; and for consultation with legal counsel regarding a pending OCR complaint and other compliance matters requiring the provision of legal advice, as provided for in Section 2.2-3711.A.1. 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 11:09 a.m.

The Committee reconvened in open session at 12:15 p.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 12:16 p.m.

November 15, 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  
EXECUTIVE APPOINTMENT**

BE IT RESOLVED, That upon recommendation of the President, the Board of Visitors of the College of William & Mary approves the appointment of the following individual to fill the position indicated:

**MARIA DEZENBERG**, Provost, effective February 10, 2019:

Ph.D., Leadership and Change, Antioch University, 2017  
Ed.S., Education Leadership/Administration, University of Alabama, 1997  
M.A., Leadership and Change, Antioch University, 2016  
M.A., International Relations, University of San Diego, 1992  
B.A., International Relations, Eastern Washington University, 1997

Navitas:

Executive Director, 2017 – 2019

AdvancED:

Accreditation State Council Member, 2016 - 2017  
External Review Team Lead, 2016 - 2017

DeVry Education Group:

Carrington College, Associate Provost, 2015  
DeVry University, Campus President, 2011 – 2015  
DeVry University, Campus Dean, 2006 - 2011

FLS International:

Vice President of Operations, 1997 - 2006



**RICHARD BLAND COLLEGE  
APPOINTMENT TO FILL VACANCY IN THE  
PROFESSIONAL FACULTY**

A vacancy in the Professional Faculty of Richard Bland College of the College of William & Mary has resulted from a retirement, a vacancy, or a newly created position.

BE IT RESOLVED, That upon the recommendation of the President, the Board of Visitors of the College of William & Mary approves the appointment of the following individual to fill this position:

**MARK JACOBSON**, Director of Accounting and Financial Reporting, effective January 25, 2019:

B.A., Finance, The College of William & Mary, 1990  
A.S., Richard Bland College, 1987

Virginia State University:

Assistant Controller, 2006 – 2019  
Cost Accounting Manager, 2005 – 2006  
Financial Reporting Analyst, 2005

UNICOR Federal Prison Industries:

General Business Manager, 2001 – 2002  
Supervisory Accountant, 1999 – 2002  
Cost Accountant, 1996 – 1999  
Contract Specialist Trainee, 1992 - 1995

Butner Correctional Institute:

Contract Specialist, 1995 - 1996

Peaches Music and Video:

Shipping and Receiving Clerk, 1991 – 1992

Bond True Value Hardware:

Sales Clerk, 1983 - 1990

INVESTMENTS SUBCOMMITTEE  
of the  
COMMITTEE ON FINANCIAL AFFAIRS

February 7, 2019

8:00 – 9:00 a.m.

Room 201 -- Blow Memorial Hall

Mirza Baig, Chair  
H. Thomas Watkins III, Vice Chair

- I. Opening Remarks - Mr. Baig
- II. Approval of Minutes – September 18, 2018
- III. Investment Portfolio Evaluation Overview – Bryce Lee, Karen Logan, James Johnson, The Optimal Service Group of Wells Fargo Advisors
  - A. Investment Update for Periods Ending December 31, 2018. *Pre-Read*
- IV. Closed Session (if necessary)
- V. Discussion
- VI. Adjourn

**INVESTMENTS SUBCOMMITTEE  
MINUTES – SEPTEMBER 27, 2018**

**MINUTES**  
**Investments Subcommittee**  
**September 27, 2018**  
**Blow Memorial Hall – Room 201**

Attendees: Mirza Baig, Chair; H. Thomas Watkins III, Vice Chair; and James A. Hixon. The Optimal Service Group Attendees: Bryce Lee; Karen Logan; Robin Wilcox; and James Johnson. Others in attendance: President Katherine A. Rowe; Senior Vice President for Finance and Administration Samuel E. Jones; and Vice President for Finance/Chief Financial Officer Amy S. Sebring.

Chair Mirza Baig convened the Investments Subcommittee meeting at 8:00 a.m. Recognizing a quorum was present, Mr. Baig requested a motion to approve the minutes of the April 20, 2018. Motion was made by Mr. Hixon, seconded by Mr. Watkins and approved by voice vote.

Mr. Baig then called on the Optimal Service Group, investment advisors for the Board's endowment, for an update on performance and any recommendations. Optimal Service Group staff reviewed FY 2018 performance as well as performance for the first two months of FY 2019.

Relative to performance, Optimal reported:

- Generally, markets continue to perform well with U.S. stocks, and particularly growth stocks, leading the way. They see U.S. stocks as being somewhat over valued and are watching closely interest rate increases and the resultant impact on bond returns.
- They noted a market value for the BOV endowment as of August 31, 2018 of \$86.8 million, and a fiscal year-to-date return of 2.8% versus 2.3% for the benchmark.
- The portfolio structure remains consistent with guidelines with a slight overweigh to U.S. stocks given the favorable environment.

Optimal recommended and the Subcommittee approved (motion by Mr. Baig, second by Mr. Hixon) liquidating the BlueTrend ASP Fund (08/31/2018 value of \$368,636), an investment manager in the alternative space and redistributing these funds to other alternative strategies (\$100,000 to Marshall Wace; \$100,000 to Graham; and \$168,636 to Canyon Balanced). In support of this type of review the Chair asked that, in the future, Optimal provide a ranking of investment managers by performance.

The Subcommittee reviewed options for investment of the "Green Endowment" given new opportunities in that space. The "Green Endowment" has a 08/31/2018 market value of \$624,086. Ultimately the Subcommittee approved (motion by Mr. Watkins; second by Mr. Hixon) an overall 70/30 equity to fixed income mix for these funds and the Optimal recommendations for a broader allocation among managers with one adjustment.

Mr. Baig moved that the Investments Subcommittee of the Board of Visitors Committee on Financial Affairs convene in Closed Session for discussion or consideration of investment matters relating to the investment of public funds where competition or bargaining is involved, where, if made public initially, the financial interest of the governmental unit would be adversely affected.,

Investments Subcommittee

MINUTES

Page 2

as provided for in Section 2.2-3711.A. 6., of the Code of Virginia. Motion was seconded by Mr. Hixon and approved by voice vote of the Committee. The observers were asked to leave the room and the Subcommittee went into closed session at 8:45 a.m.

The Subcommittee reconvened in open session at 9:00 a.m. Mr. Baig reviewed the topic discussed in 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 Mr. Hixon and approved by roll call vote conducted by Mr. Baig. (Certification **Resolution** is appended.)

There being no further business, the Chair adjourned the meeting.

September 27, 2018

**CERTIFICATION OF CLOSED SESSION**

WHEREAS, the Board of Visitors' Investments Subcommittee of the Committee on Financial Affairs 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 Subcommittee that such closed session was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED, That the Investments Subcommittee of the Committee on Financial Affairs, 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 Investments Subcommittee.

**VOTE**

AYES: 3  
NAYS: 0

**ABSENT DURING CLOSED SESSION:**

  
\_\_\_\_\_  
Mirza Baig  
Chair  
Investments Subcommittee of the  
Committee on Financial Affairs

COMMITTEE ON FINANCIAL AFFAIRS

February 7, 2019

9:00 – 9:45 a.m.

Room 201 – Blow Memorial Hall

James A. Hixon, Chair

Mirza Baig, Vice Chair

- I. Introductory Remarks - Mr. Hixon
- II. Approval of Minutes – November 16, 2018
- III. Report from Senior Vice President for Finance and Administration Samuel E. Jones and Vice President for Finance and Chief Financial Officer Amy S. Sebring
  - A. Overview of Governor Northam's FY2020 Budget Amendments.
  - B. Summary of Operating and Capital Budget Amendment, Submitted to 2019 General Assembly.
  - C. Cash Management Investment Policy. **Resolution 22** .
  - D. 2018-2019 Operating Budget Summary. *Pre-Read*
- IV. Report from Virginia Institute of Marine Science Dean John T. Wells
  - A. Summary of Operating and Capital Budget Initiatives Submitted to the 2019 General Assembly. *Pre-Read*
  - B. 2018-2019 Operating Budget Summary. *Pre-Read*
- V. Investments Subcommittee Report – Mr. Baig
- VI. Closed Session (if necessary)
- VII. Discussion
- VIII. Adjourn

**COMMITTEE ON FINANCIAL AFFAIRS  
MINUTES – NOVEMBER 16, 2018**

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**MINUTES**  
**Committee on Financial Affairs**  
**November 16, 2018**  
**Blow Memorial Hall – Board Room**

Attendees: James A. Hixon (Chair); S. Douglas Bunch, Anne Leigh Kerr; Todd A. Stottlemyer; H. Thomas Watkins III; faculty representative Thomas J. Ward; and student representative Patrick Canteros. Board members present: Rector John E. Littel, Sue H. Gerdelman, William H. Payne II, Lisa E. Roday, Karen Kennedy Schultz; faculty representative Catherine A. Forestell, staff liaison Jennifer C. Fox. Others in attendance included President Katherine A. Rowe; Provost Michael H. Halleran, Virginia M. Ambler, Henry R. Broaddus, W. Fanchon Glover, Samantha K. Huge, Samuel E. Jones; Matthew T. Lambert, Deborah A. Love, Jeremy P. Martin, Amy S. Sebring; John T. Wells from the Virginia Institute of Marine Science, and other College faculty and staff.

Chair James Hixon called the meeting to order at 8:00 a.m. After opening comments by the Chair, Mr. Hixon asked for a motion to approve the minutes of the September 27, 2018 meeting. Motion was made by Mr. Watkins; seconded by Mr. Stottlemyer, and approved by voice vote of the Committee.

Mr. Hixon called on Senior Vice President for Finance and Administration Sam Jones, noting that chief among the actions required was approval of the Fiscal Year 2020 tuition rate for in-state undergraduate students.

Mr. Jones reviewed **Resolution 14: Maintain Four-year Tuition Guarantee for In-State Undergraduate Students**, noting that the recommendation maintains a tuition guarantee for all continuing in-state undergraduate students. Consistent with the Board-approved Six-Year Plan, the recommendation is for a 5.4% increase in tuition for incoming in-state undergraduate students, bringing tuition to \$18,375. After thanking the Rector, Mr. Hixon and Ms. Gerdelman for their attendance, Mr. Jones summarized the results of the public comment session held on campus in late October as well as comments received through the on-line portal. Mr. Jones stated that all other tuition and fees for FY 2020 will be set by the Board in April 2019 as part of the budget adoption process. The Committee noted that the proposed increase was the equivalent of a 1.31% annual increase over the four-year period.

The Chair next called on Amy Sebring, Vice President for Finance and Chief Financial Officer, to review **Resolution 15, 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**, and **Resolution 16, Receipt of the Financial Report of the Intercollegiate Athletics Department for the Fiscal year ended June 30, 2018**.

Ms. Sebring noted the consolidated nature of the statements, inclusive of William & Mary, VIMS and Richard Bland College as well as the fact that the Board was being asked to accept, rather than approve, the statements since they remain subject to audit of the State Auditor of Public Accounts (APA). She then highlighted various key financial performance statistics from

each report. Relative to the Athletics Financial Report, Ms. Sebring stated that the report was prepared consistent with NCAA requirements and would also be reviewed by the APA.

Mr. Jones then reviewed **Resolution 17**, Approval of Interim Use of Funds and Establishment of Russell and Jeanne Baker Quasi-Endowment. After a long and full life, Jeanne Baker passed away in February 2018 at the age of 102, leaving William & Mary as a 1/3 beneficiary of a trust established by her husband, Russell. With no restrictions on the gift, the administration recommended \$155,432 be set aside as an expendable fund for campus beautification, \$3 million be used on an interim basis to support detailed planning for the Integrated Science Center 4 pending reimbursement from the Commonwealth and, once the reimbursement occurs, \$2.5 million be used to establish an unrestricted quasi-endowment and \$500,000 be added to the university's Green Revolving Fund.

Following discussion, Mr. Hixon requested a motion to approve as a block:

- **Resolution 14**, Maintain Four-year Tuition Guarantee for In-State Undergraduate Students
- **Resolution 15**, 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
- **Resolution 16**, Receipt of the Financial Report of the Intercollegiate Athletics Department for the Fiscal year ended June 30, 2018
- **Resolution 17**, Approval of Interim Use of Funds and Establishment of Russell and Jeanne Baker Quasi-Endowment

Motion was made by Mr. Watkins, seconded by Mr. Stottlemyer and approved by voice vote of the Committee.

There being no further business, the Committee adjourned at 8:30 a.m.

**WILLIAM & MARY  
CASH MANAGEMENT INVESTMENT POLICY**

The Cash Management Investment Policy applies to the investment of operating funds belonging to the College of William & Mary and under the control of the College's appointed Board of Visitors. Under the Restructured Higher Education Financial and Administrative Operations Act, Chapter 10 Article 4 (~~§23-38.105~~ 23.1-1013) of Title 23 of the Code of Virginia, the College, as a covered institution "may invest its operating funds in any obligations or securities that are considered legal investments for public funds in accordance with Chapter 45 (§2.2-4500 et seq.) of Title 2.2. Such institution's governing board shall adopt written investment guidelines that provide that such investments shall be made solely in the interest of the covered institution and shall be undertaken with the care, skill, prudence, and diligence under the circumstances then prevailing that a prudent person acting in a like capacity and familiar with such matters would use in the conduct of an enterprise of a like character and with like aims."

The College's operating funds and balances consist of tuition and fee revenue, expendable gift monies, endowment income, earned interest from investments, grants and sponsored research, rental income from owned properties, income received from external trusts, interest and dividends received on gifted securities, cash balances that reside in College auxiliary accounts and agency accounts, and generally any revenue received by the College of William & Mary that is deemed not to be state money and therefore subject to other mandatory depository restrictions of the State of Virginia. These institutionally ("locally") controlled operating funds are the basis of working capital from which the annual private fund and auxiliary budgets are constructed and they remain invested in short and intermediate term investments until such time as expenditures are drawn. Based on cyclical patterns of when revenue is received and funds subsequently disbursed, the invested balance of operating funds fluctuates monthly within a range between approximately \$60 million and \$125 million.

The Board of Visitors last reviewed its policy on cash management at its meeting on February 3-5, 2016. It is the practice of the College to review at least every three years this policy and its guidelines to ensure that the authorizations contained herein are in keeping with the current thinking of the Board of Visitors.

All short term and intermediate term investments as disclosed in this policy are currently managed by SunTrust Bank (and its appointed sub-advisory institutions), the depository institution used by the College. Proposed amendments herein have been reviewed and endorsed by investment management professionals at SunTrust and its assigns. If the College were to use different service providers for cash management, these same investment guidelines would apply.

**RESOLVED**, That the Board of Visitors of the College of William & Mary in Virginia approves the amended guidelines as the Cash Management Investment Policy for institutional funds belonging to the College of William & Mary, superseding any existing policy under the same name.

The Board of Visitors of  
The College of William & Mary

Cash Management Investment Policy

Purpose and Scope

The purpose of this Cash Management Investment Policy is to articulate the investment and operational guidelines and authorizations for the non-general operating cash balances and reserves, referred to as local or private funds, under the control and oversight of the Board of Visitors. This policy is crafted to adopt best practices in the prudent management of short and intermediate-term investments, complying with laws and regulations applicable to qualified public entities in Virginia. Accordingly, this policy does not cover the College's investment of long-term or endowment assets, general funds managed on behalf of the Commonwealth, proceeds from tax-exempt bond issues, or guidelines in the procurement of banking services. Except for cash in certain legally restricted and special accounts, the College shall consolidate cash and reserve balances to optimize College-wide liquidity management, maximize its investment earnings potential, and to increase efficiencies in the cost of investment management.

Statement of Objectives

- To ensure the safety of funds held in the short-term and intermediate investment portfolio.
- To maximize investment return within the constraints of safety of principal and of maintaining sufficient liquidity to meet all operating needs and obligations that may be reasonably anticipated.

Governing Authority: Laws and Regulations

This Cash Management Investment Policy shall be governed by existing law and regulations that apply to the investment of public funds, specifically the *Virginia Security for Public Deposits Act*, Chapter 44 (§2.2-4400 et seq.) of Title 2.2 of the Code of Virginia, as amended; the *Investment of Public Funds Act*, Chapter 45 (§2.2-4500 et seq.) of Title 2.2 of the Code of Virginia, as amended; the *Uniform Prudent Management of Institutional Funds Act*, Chapter 11, (§64.2-1100 et seq.) of Title 64.2 of the Code of Virginia, as amended; and Chapter 5-~~(§23-44.1)~~ 28 (§23.1-2803) of Title 23.1 of the Code of Virginia, as amended, concerning the College's investment of endowment income, gifts, standards of care, liability, and exemption from the Virginia Public Procurement Act. Further authority as it relates to the investment of operating fund reserves and balances of or held by the College is delegated to the Board of Visitors in a certain Management Agreement dated March 30, 2009, by and between the Commonwealth of Virginia and the Rector and Board of Visitors of the College of William & Mary, pursuant to the Restructured Higher Education Financial and Administrative Operations Act of 2005. Delegated authority to restructured institutions is further addressed by the General Assembly in §4-9.03



Level III Authority of the 2014-16 Appropriations Act passed on June 23, 2014: "The Management Agreements negotiated by the institutions contained in Chapters 675 and 685 Acts of the Assembly shall continue in effect unless the Governor, General Assembly, or the institutions determine that the Management Agreements need to be renegotiated or revised."

### Standards of Care

The College will have the option to manage its non-general short and intermediate term operating cash reserves internally, only when necessary and feasible, and/or preferably through the exercised care of professional investment managers.

The College shall rely on the "prudent person" standard in the exercised care of its investments. Accordingly, as stated in the *Investment of Public Funds Act*, Chapter 45 (§2.2-4514 et seq.) of Title 2.2 of the Code of Virginia, investments shall be made "with the care, skill, prudence, and diligence under the circumstances then prevailing that a prudent person acting in a like capacity and familiar with such matters would use in the conduct of an enterprise of a like character and with like aims." College employees and officials who exercise proper due diligence in following this investment policy according to the "prudent person" standard shall be relieved of personal responsibility for an individual security's credit risk or market price changes. When investments are made in conformity with *Investment of Public Funds Act*, Chapter 45 of the Code of Virginia, §2.2-4516 states that "no treasurer or public depositor shall be liable for any loss therefrom in the absence of negligence, malfeasance, misfeasance, or nonfeasance on his part or on the part of his assistants or employees." Furthermore, when deposits are made in conformity with the *Virginia Security for Public Deposits Act*, Chapter 44 of the Code of Virginia, §2.2-4410 states that "no official of a public depositor shall be personally liable for any loss resulting from the default or insolvency of any qualified public depository in the absence of negligence, malfeasance, misfeasance, or nonfeasance on his part or on the part of his agents."

Members of William & Mary community are required to adhere to a Code of Ethics which was passed by the Board of Visitors on April 17, 2009. College personnel involved with the investment of funds shall be governed by these ethical guidelines and furthermore shall take meaningful effort to refrain from actions or activities that would have the appearance of violating the nature and intent of the College's standards of ethical behavior.

Upon retention, external managers will be given a copy of this Cash Management Investment Policy and shall be required to maintain compliance with all directives stated herein. External managers shall be required to have a Code of Ethics or similar governing rules of ethical behavior that shall be disclosed to the College prior to their formal engagement. Failure to maintain compliance with these governances may result in dismissal and other potential measures of recourse.

### Approved Investments

- U.S. Treasury Bills
- U.S. Treasury Notes and Bonds
- U.S. Federal Agency Obligations (including mortgage backed securities)

- Money market mutual funds (no-load open-ended investment funds) which invest in U.S. Treasury Bills, Notes, Bonds, Federal Agency Obligations, and high quality Corporate Obligations, provided such funds are registered under the Federal Investment Company Act of 1940 and rated at least "AAm" or the equivalent by a Nationally Recognized Statistical Rating Organization ("NRSRO") and properly registered for sale in Virginia under Chapter 5 of Title 13.1 ("the Securities Act") ~~the Securities Act (§13.1-501 et seq.)~~ of the Code of Virginia. Money market funds must comply with the diversification, quality, and maturity requirements of Rule 2a-7, or any successor rule, under the Federal Investment Company Act of 1940, provided the investments of such funds are restricted to investments otherwise permitted by the Code of Virginia.
- Bond mutual funds, commingled investment funds, and bank common trust funds (all classified as no-load open or closed-ended investment funds) which invest in high quality government (USD-denominated securities) and high quality corporate obligations. Funds must have an average effective maturity no longer than 5 years and an average portfolio duration no longer than 2 years. The average credit quality for a fund will carry a rating of "A" or better by two rating agencies, one of which shall be either Moody's Investors Service, Inc., or Standard & Poor's, Inc. Funds must be registered under the Federal Investment Company Act of 1940 and be properly registered for sale in Virginia under the Securities Act (§13.1-501 et seq.) of the Code of Virginia. Investments in these funds are restricted to investments otherwise permitted by the Code of Virginia for qualified public entities.
- Bankers' Acceptances that are issued by domestic banks or domestic offices of foreign banks (in USD), which are eligible for purchase by the Federal Reserve System with a maturity of 180 days or less. The issuing corporation, or its guarantor, must have a short-term debt rating of no less than "A-1" (or its equivalent) by at least two NRSROs. The amount invested in any single bank will not exceed 5% of the total funds available for investment (based on book value on the date of acquisition).
- "Prime quality" Commercial Paper with a maturity of 270 days or less and a short-term debt rating of no less than "A-1" (or its equivalent) by at least two of the NRSROs at time of purchase. Issuing corporations must be organized and operating under the laws of the United States or any state thereof and have a minimum net worth of \$50 million. The net income of the issuing corporation, or its guarantor, must have averaged at least \$3 million per year for the previous five years. All existing senior bonded indebtedness of the issuer, or its guarantor, must be rated "A" or better by at least two NRSROs.
- High quality corporate notes and obligations rated at least "A" by Moody's Investors Service, Inc., and rated at least "A" by Standard & Poor's, Inc., and a maturity of no more than five years (as allowed by the Code of Virginia).
- High quality asset-backed securities with a maximum average life of 3 years a ~~duration of no more than five years (as allowed by the Code of Virginia)~~ and a

rating of no less than "AAA" by two NRSROs, one of which must be either Standard & Poor's, Inc. or Moody's Investors Service, Inc.

- Negotiable Certificates of Deposit and Negotiable Bank Deposit Notes of domestic banks and domestic offices of foreign banks, lawfully authorized to do business in Virginia, with a rating of at least "A-1" by Standard & Poor's, Inc. and "P-1" by Moody's Investors Service, Inc., for maturities of one year or less, and a rating of at least "AA" by Standard & Poor's, Inc. and "Aa" by Moody's Investors Service, Inc., for maturities over one year and not exceeding five years. Negotiable Certificates of Deposit and Negotiable Bank Deposit Notes with any institution other than the College's primary depository shall not exceed levels of provided insurance by the Federal Deposit Insurance Corporation.
- Time Deposits in any federally insured bank or savings institution that is qualified by the Virginia Treasury Board to accept public deposits. Deposits in any such institutions shall be at levels whereby the College's money shall remain fully insured by the Federal Deposit Insurance Corporation (or collateralized in full with U.S. Government or agency securities by the College's primary depository as assets belonging to a public entity covered under the *Virginia Security for Public Deposits Act*, Chapter 44 (§2.2-4400 et seq.) of Title 2.2 of the Code of Virginia).
- Investment in overnight repurchase agreements. Certain conditions for investment shall apply:
  - When investments are made in overnight repurchase agreements, the College will require that its investments be 102% collateralized by U.S. Treasury and Agency obligations, and that this collateral be delivered to the College's custodian bank and identified according to Uniform Commercial Code book entry procedures on the custodian's books as property belonging to the College of William & Mary;
  - A master repurchase agreement or specific written repurchase agreement shall govern the transaction;
  - The securities are free and clear of any lien;
  - Qualified counterparties must be either member banks of the Federal Reserve System having total assets of more than \$10 billion and that are among the 50 largest commercial banks in the U.S.; or, non-bank dealers ~~who~~ that are designated by the Federal Reserve Bank of New York as primary dealers in government securities and report daily to the Federal Reserve Bank of New York;
  - The counterparty must have a long-term credit rating of at least "AA" or the equivalent from an NRSRO, a short-term credit rating of at least "A-1" or the equivalent from an NRSRO, been in business for at least 5 years, and be reputedly known among market participants.
- State and Municipal Obligations consisting of bonds, notes, and other general obligations of any state or municipal authority organized within the United States upon which there has been no default and having a rating of at least "AA" by

Standard & Poor's, Inc., and "Aa" by Moody's Investors Service, Inc., and maturing within two years of the date of purchase. Purchase of State and Municipal Obligations must comply with guidelines and restrictions found in the Code of Virginia.

- Local Government Investment Pool (LGIP). This highly diversified money market fund, administered by the Treasury Board of the Commonwealth of Virginia, referenced in Chapter 46 (§2.2-4600 et seq.) of Title 2.2 of the Code of Virginia (*Local Government Investment Pool Act*), offers public entities in Virginia a convenient and cost effective means to invest short-term monies adhering to all investment guidelines required by the Code of Virginia. The LGIP is rated "AAAm" by Standard & Poor's, Inc. (as of ~~June 30, 2015~~ September 26, 2018) and must be rated "AAm" by Standard & Poor's, Inc. for the College's investment purposes.

#### Diversification of Approved Investments

The maximum allowable percentage of the College's short-term portfolio permitted in each single asset category is as follows along with the maximum limits allowed in the Code of Virginia:

	<u>CWM</u>	<u>Code VA</u>
- U.S. Government securities and its agencies	100%	100%
- Repurchase Agreements with Required U.S. Gov't Collateral	100%	100%
- Money Market Mutual Funds (100% U.S. Gov't & Agencies)	100%	100%
- Money Market Mutual Funds (Diversified)	35%	100%
- Commingled Investment Funds or Bank Common Trust Funds	50%	100%
- Bond Mutual Funds (100% U.S. Gov't & Agency Obligations)	100%	100%
- Bond Mutual Funds (Diversified)	50%	100%
- "Prime Quality" Commercial Paper (A-1 P1)	35%	35%
- High quality Corporate Debt (A ratings by Moody's and S&P)	50%	100%
- Bankers' Acceptances	35%	100%
- Certificates of Deposit and Bank Deposit Notes	35%	100%
- Insured and/or collateralized bank deposits	50%	100%
- Asset-backed securities	35%	100%
- State and Municipal Obligations	20%	100%
- State run LGIP	100%	100%



Prohibited Investments

Without the expressed consent of the Board of Visitors, evidenced by signatory authorization from the Senior Vice President for Finance and Administration, the following investments are prohibited:

- Floating rate notes with maturities under two years that have any embedded leverage or option ability (e.g., caps, floors, multiple reset features, etc.), however, U.S. Agency adjustable rate mortgage backed securities (ARMs) are permitted investments.
- Floating rate notes with maturities over two years
- Structured notes
- Swaps
- Other derivatives
- High Yield and Distressed Debt
- Reverse repurchase agreements
- Borrowing funds for the purpose of reinvesting the proceeds of such borrowing
- Investing in any security not specifically permitted by this Policy

Where written consent is given for investment in any of these categories, the Board of Visitors will require the investment manager to adhere to specific safeguards.

Investment Limits

No more than 5% of the portfolio shall be invested in specifically held securities of any single issuer. A single issuer shall incorporate all debt issued by parent, subsidiary, and affiliated companies, thereby limiting investment exposure to any one holding company or entity.

The following exceptions to this 5% single issuer limit shall apply:

- |  |              |
|--|--------------|
| - U.S. Treasury obligations                                    | 100% maximum |
| - Money market funds of only U.S. Gov't and Agency obligations | 100% maximum |
| - Bond mutual funds of only U.S. Gov't and Agency obligations  | 100% maximum |
| - State run LGIP   | 100% maximum |
| - Each Federal Agency (held as discrete investments)           | 50% maximum  |
| - Diversified money market and mutual funds                    | 35% maximum  |
| - Other types of mutual and commingled funds                   | 35% maximum  |

There will be no more than \$20 million invested in a Core Balance strategy, separate from that of cash required for the College's immediate operating needs and liquidity requirements. This Core Balance strategy will be a part of the overall short-term investment portfolio and similarly follow allocation guidelines for approved and prohibited investments, albeit with longer average maturity and duration limits.

Foreign Securities

The direct purchase of discrete foreign securities that are not denominated in U.S. dollars will be prohibited in any College account set up under these guidelines for short and intermediate term investment. U.S. dollar denominated sovereign and supranational bonds (Yankee bonds) with ~~one year or less of~~ maturity of up to 3 years will be permitted for investment. Should a company whose security is held in a short or intermediate term investment account be acquired by a foreign company, the security may remain in the portfolio as long as it is determined by the portfolio manager that it is in the best economic interest of the College to hold the security for the short term. Exempt from this prohibition on foreign securities are high quality money market and commingled funds which may have foreign securities as a small component of the fund.

Security Downgrades

In the event that any security or fund held in the investment portfolio is downgraded below the rating requirement required by this policy, the security or fund shall be sold within ~~60~~ 45 days of such downgrade. However, if the downgraded security is near to maturity, within 90 days, the investment manager may continue to hold the security until maturity if the manager believes the downgrade does not present an inherent risk to achieving full redemption at par and that holding the security would be the best course of action for the university.

Risk Parameters

Investment of the College's operating cash will be undertaken by managing those risks that can affect the value of investments. Investment firms engaged by the College will be required to continuously monitor the various types of risk inherent in a diversified institutional investment portfolio.

Interest rate risk will be controlled primarily by investing in bonds with various maturities. Controlling the portfolio's average maturity and duration will also mitigate the negative effects of interest rate risk. At no time will any individually owned security have an effective and/or legal maturity longer than 5 years. An overnight investment operating account will be used in conjunction with a sweep vehicle to/from the College's main depository account. This operating account will be designed with instruments that provide immediate liquidity. **The short-term portfolio used for extended liquidity management, exclusive of the Core Balance strategy, shall maintain a weighted average effective maturity not to exceed 24 months and an average duration not to exceed 15 months.** Core Balance investments, when managed separately in a discrete portfolio, shall maintain a weighted average effective maturity not to exceed ~~60~~ 36 months and an average duration not to exceed 24 months. Core Balance investments represent balances for which the College has no immediate liquidity needs and can therefore be invested with a longer term horizon.

Credit risk is managed primarily by limiting the opportunity set to certain approved high quality investments as reflected above that conform to Virginia statutes. Rating agencies, herein referred to as NRSROs, such as Moody's and Standard & Poor's, will be used as a measure to evaluate and monitor credit risk of held investments.

Counterparty risk will be continually monitored to ensure the continued financial strength and investment quality of the issuer.

#### Liquidity Constraints

Without the prior approval of the Senior Vice President for Finance and Administration of the College, no investments in specific securities shall be made where maturities exceed 3 years (where 5 years is the maximum permitted by this policy). Weighted average life will be used as a proxy for maturity date for mortgage backed securities. The portfolio shall maintain adequate liquidity to ensure the College's ability to meet its operating requirements. At all times, the College shall maintain sufficient liquidity on an overnight basis to ensure clearance of its known payments and unanticipated presentment of checks. The College and its engaged investment manager(s) shall constantly monitor cash levels and maintain a portfolio structure that allows sufficient liquidity within time periods of a day, week, month, and six-months, taking into consideration fluctuating cash levels associated with cyclical revenue and expenditure patterns.

#### Authorized Personnel and Delegated Authority

The Senior Vice President for Finance and Administration of the College or such person(s) he/she designates in writing is (are) authorized to make investment decisions under this policy for the College of William & Mary, including the selection and contractual engagement of professional investment firms that would adhere to the guidelines presented herein and that of generally accepted prudent fiduciary practices.

The Senior Vice President for Finance and Administration and certain members of his/her staff shall also be responsible for maintaining internal controls that appropriately safeguard the investable assets of the College consistent with this policy and the permissions given for types of investment and engagement of external professional management. Professional investment management firm(s) engaged by the College MUST be registered with the Securities and Exchange Commission under the Investment Advisors Act of 1940, showing proof of such prior to their hiring. Before an organization can provide investment management services to the College, it must confirm in writing that it has reviewed this Policy and is able to fully comply with all requirements. Furthermore, the organization must submit the following materials:

- Proof of its registration with the SEC under the Investment Advisers Act of 1940;
- An annual updated copy of Form ADV, Part II;
- Proof of its registration to conduct business in the Commonwealth of Virginia;
- Demonstrable evidence in providing like services under the *Investment of Public Funds Act*, Chapter 45 of the Code of Virginia; and
- Confirm use of only qualified security brokers/dealers. To achieve qualification, the broker/dealer should be financially stable and have the ability to effectively execute buy and sell transactions. The engaged manager(s) will maintain a list of qualified brokers/dealers who meet the criteria of this Policy; and
- Confirm that procedures for best execution will always be followed and that soft dollar commissions or credits for College asset trades will not be collected or otherwise utilized in the execution of investment services

### Reporting Requirements

Engaged investment managers shall ~~be required to prepare and deliver~~ coordinate and reconcile transactions with the College's custodian in order to provide comprehensive monthly accounting and analytical reports ~~to the College~~ that provide the following information:

- Monthly buy and sell transactions;
- Monthly realized gains and losses on sales;
- Month-end holdings that show amortized book value, maturity date, yield-on-cost, market value and other features deemed relevant;
- Monthly transactions that account for income, fees and disbursements, purchase of accrued income, and other relevant activity; and,
- Monthly performance of asset categories and the aggregate portfolio.

Engaged investment managers shall be required to prepare and deliver comprehensive quarterly investment reports to the College that provide the following information:

- Summary of recent market conditions, economic developments, a forecast of future economic activity, and an assessment of how the investment manager fared in the investment of the College's funds;
- A comprehensive quarter-end holdings report that further shows the calculated total rate of return for the quarter and year-to-date versus appropriate benchmarks; and,
- Any areas of policy concern warranting discussion with College officials, as in the case of recommended revisions.

### Performance Benchmarks

Investment performance of the portfolio shall be monitored and evaluated using various individual benchmarks that have similar maturity, duration, and risk characteristics of those investments held in the portfolio. Overall portfolio performance shall be evaluated on an ongoing basis by management, taking into consideration asset allocation, quality and safety factors, maturities and implied risks, and various external market factors.

Accordingly, the College shall use the 91 Day Treasury Bill Index as the primary benchmark in review of investment performance and may use other benchmarks such as the Merrill Lynch 3-month and 6-month Treasury Bill Indexes ~~and/or~~, the Bloomberg Barclays Capital 3-6 3 and 6 Month Treasury Bill Index, and custom benchmarks including a Treasury bill component along with the Bloomberg Barclays 1-3 Year Government Index for purposes of comparability.

### Performance Review and Evaluation Requirements

External managers shall be ~~formally~~ evaluated by ~~management at least on~~ internal staff on an annual basis according to certain criterion that was used in the process of engagement as well as any other more contemporaneous factors that should be noted in a ~~formal~~ thorough evaluation. An overall rating of anything less than satisfactory will be cause for dismissal.

Monitoring the Cash Management Investment Policy

The Board of Visitors or its designated subcommittee thereof shall review this policy at least once every three years in order to ensure that the governances, provisions, and guidelines stated herein appropriately reflect the perspective and risk tolerances of the Board with respect to current market conditions. Management Staff will inform the Board of any violations to this policy, discussed below, and extenuating results.

Occurrences of Non-Compliance with the Policy and Process of Resolution

Compliance with stated guidelines in this policy is a requirement. Violations of any kind will require full explanation of the event. Management Staff will evaluate the severity of the violation, the circumstances by which it occurred, and the manager's corrective response, and recommend to the Senior Vice President for Finance and Administration suggestions for subsequent action. ~~Management will then decide what recourse to pursue in dealing with the manager.~~ Should the infraction be serious enough, the manager will be immediately dismissed. Multiple or recurring infractions may warrant immediate dismissal. Lesser infractions will also be documented and discussed with the manager's senior representatives. Resolution and types of restitution will be discussed with the manager depending on the severity of the violation.

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**COMMITTEE ON THE STUDENT EXPERIENCE**

February 7, 2019

10:00 – 10:30 a.m.

Room 201 – Blow Memorial Hall

H. Thomas Watkins III, Chair

Lisa E. Roday, Vice Chair

- I. Introductory Remarks – Mr. Watkins and Ms. Roday
- II. Approval of Minutes – November 15, 2018
- III. Report from Vice President for Student Affairs Virginia Ambler
- IV. Closed Session (if necessary)
- V. Other Business
- VI. Adjourn

**COMMITTEE ON THE STUDENT EXPERIENCE  
MINUTES – NOVEMBER 15, 2018**



**MINUTES**  
**Committee on the Student Experience**  
**November 15, 2018**  
**Room 201 – Blow Memorial Hall**

Attendees: H. Thomas Watkins III, Chair, Lisa E. Roday, Vice Chair; S. Douglas Bunch, Sue H. Gerdelman, Karen Kennedy Schultz, faculty committee representative Rowan Lockwood and student committee representative Samir Talaware, staff liaison Jennifer C. Fox. Board member present: Warren W. Buck III. Others present: Virginia M. Ambler, W. Fanchon Glover, Samantha K. Huge, Matthew T. Lambert, Jeremy P. Martin, Sarah Melchior, Sandra J. Wilms and other College staff members.

Chair Tom Watkins called the meeting to order at 4:20 p.m., briefly reviewed the agenda and advised that the focus would be on student issues this time.

Recognizing that a quorum was present, Mr. Watkins moved adoption of the minutes of the meeting of the Committee on Athletics from September 27, 2018. Motion was seconded by Ms. Roday and approved by voice vote of the Committee.

Vice President for Student Affairs Ginger Ambler commented on information forwarded in the pre-reads on the Student Affairs division and noted that the President's statement on sexual assault had been sent at the request of Ms. Roday.

Ms. Ambler introduced Kathleen Powell, Associate Vice President for Career Development, who reported on highlights from the Career Success report as they relate to the future of work. A brief discussion ensued.

Ms. Ambler introduced Kelly Crace, Associate Vice President for Health and Wellness and Director of the Center for Mindfulness and Authentic Excellence (CMAX), who reported on integrated wellness and discussed trends and future research. He commented on the impact on health and wellness issues since the new Center opened three months ago. Dr. Crace advised that William & Mary was collaborating on a research project with UVA and others on integrated wellness. A brief discussion ensued.

Director of Athletics Samantha Huge briefly commented on the latest graduation rate data published by the NCAA earlier this week. Mr. Watkins asked that the recent AGB update on athletics be distributed to the Board members.

The Committee recognized and thanked Ms. Ambler for her efforts in organizing a recent campus memorial event.

There being no further business, the Committee adjourned at 5:15 p.m.



COMMITTEE ON ADMINISTRATION, BUILDINGS AND GROUNDS

February 7, 2019  
10:15 – 11:00 a.m.

Board Room - Blow Memorial Hall

William H. Payne II, Chair  
Warren W. Buck III, Vice Chair

- I. Introductory Remarks – William H. Payne II
- II. Approval of Minutes – November 16, 2018
- III. Report from College Building Official – David W. Rudloff. *Pre-Read*
- IV. Report from Virginia Institute of Marine Science – Dean/Director John T. Wells
  - A. Capital Outlay Projects Progress Report. *Pre-Read*
  - B. Draft 2020-2026 Six-Year Capital Plan. *Pre-Read*
- V. Report from Senior Vice President for Finance and Administration – Samuel E. Jones
  - A. Capital Outlay Projects Progress Report. *Pre-Read*
  - B. Draft 2020-2026 Six-Year Capital Plan. *Pre-Read*
  - C. Resolution to Approve Parking Regulations. **Resolution 23**.
- VI. Closed Session (if necessary)
- VII. Discussion
- VIII. Adjourn

COMMITTEE ON ADMINISTRATION,  
BUILDINGS AND GROUNDS

MINUTES – NOVEMBER 16, 2018

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**MINUTES**  
**Committee on Administration, Buildings and Grounds**  
**November 16, 2018**  
**Board Room - Blow Memorial Hall**

Attendees: William H. Payne II, Chair; Warren W. Buck III, Vice Chair; James A. Hixon; faculty committee representative Christopher J. Abelt, and student committee representative Camryn Easley. Board members present: Karen Kennedy Schultz and H. Thomas Watkins III; and staff liaison Jennifer Fox.

Others present: President Katherine A. Rowe, Virginia M. Ambler, Henry R. Broaddus, Michael J. Fox, Samuel E. Jones, Amy S. Sebring, Dean John T. Wells, Brian T. Whitson, Sandra J. Wilms, Deb Cheesebro, and other College staff.

Chair William H. Payne II, called the meeting to order at 7:30 a.m. Recognizing that a quorum was present, Mr. Payne requested a motion to approve the minutes of the September 27, 2018, meeting as amended. Motion was made by Mr. Hixon, seconded by Mr. Buck, and approved by voice vote of the Committee.

Building Code Official Dave Rudloff provided a written report of work in progress as a pre-read. The Committee had no questions.

Dean John T. Wells provided highlights from VIMS' written report on capital outlay projects as detailed in the pre-read materials. He discussed three Resolutions requiring the Committee's approval. **Resolutions 9**, Resolution to Approve Demolition of Multiple Structures at the Eastern Shore Laboratory, and **Resolution 10**, Resolution to Approve Demolition of Multiple Structures within the Facilities Maintenance Complex, are for the approval to demolish multiple buildings at the Eastern Shore Laboratory (thirteen buildings) and within the Facilities Maintenance Complex (ten buildings) on the Gloucester Point Campus. **Resolution 11**, Resolution to Approve the Naming of the Acuff Center for Aquaculture, is for the approval of the naming of the Acuff Center for Aquaculture after A. Marshall Acuff Jr. '62, L.H.D., '07, P '93.

Senior Vice President for Finance and Administration Samuel E. Jones provided capital project highlights for William & Mary from the written report detailed in the pre-read materials.

Mr. Jones briefed the committee on **Resolution 12**, Resolution to Approve the Crisis and Emergency Management Plan, which approves the university's Crisis and Emergency Management Plan as required by the Code of Virginia.

Mr. Jones discussed **Resolution 13**, Resolution to Approve the Naming of the Tribe Field Hockey Center, which details the naming of the facility known as the Busch Field Team Facility to be the Tribe Field Hockey Center, as requested by the Bessant/Clay family, who are lead donors on a \$2.4 million project that will establish a new home for the women's field hockey team at Busch Field.

Committee on Administration, Buildings and Grounds

MINUTES

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Mr. Payne requested a motion to approve **Resolutions 9 through 11** in a block. Motion was made by Mr. Hixon, seconded by Mr. Buck and approved by voice vote of the Committee.

Mr. Payne requested a motion to approve **Resolutions 12 and 13**. Motion was made by Mr. Buck, seconded by Mr. Hixon and approved by voice vote of the Committee.

The reports being completed, and there being no further business, the Committee adjourned at 8:00 a.m.

**WILLIAM & MARY**  
**REVISIONS TO THE MOTOR VEHICLE**  
**PARKING AND TRAFFIC RULES AND REGULATIONS**

The College of William & Mary has amended its parking rules and regulations to more efficiently control transportation on the campus.

The proposed revised regulations set forth herein have been developed by the Office of Parking & Transportation Services with the advice of the Parking Advisory Committee and in turn have been endorsed by the Senior Vice President for Finance and Administration.

The purpose of these regulations is to reduce traffic congestion, facilitate orderly parking, provide a safe campus environment, and to promote the fair and consistent enforcement of rules.

The regulations are applicable to all persons owning or operating a motor vehicle on William & Mary properties. Accordingly, jurisdiction extends to all university roads and grounds.

The Board of Visitors has authorized the offices of Parking & Transportation Services and the W&M Police Department to provide for the safety of persons on university property by enforcing these rules and regulations. These regulations have been established to meet the specific need for control of motor vehicles on university property. The Code of Virginia (§ 23-9.2:3) grants to the Board of Visitors the power to provide parking and traffic rules and regulations on property owned by the College and the district courts require the Board of Visitors' approval for local enforcement of motor vehicle regulations.

**BE IT RESOLVED**, That upon recommendation of the Senior Vice President for Finance and Administration, the Board of Visitors hereby amends the College of William & Mary Motor Vehicles Parking and Traffic Rules and Regulations (VR 187-01-02); and

**BE IT FURTHER RESOLVED**, That the William & Mary Motor Vehicles Parking and Traffic Rules and Regulations will be published in final form in the Virginia Register.

**Virginia Administrative Code**  
**Title 8, Agency 115, College of William & Mary**

**AGENCY SUMMARY**

The College of William & Mary in Virginia is the second oldest institution of higher education in the country. It serves over 7,600 students. On the undergraduate level, the university offers curriculum relating to arts and sciences, business administration, computer science, fine arts, and psychology. Master's and doctoral degrees are offered in fields such as American studies, computer science, education, history, law, marine science, physics, and psychology. The main campus is located in Williamsburg and its school of marine sciences (Virginia Institute of Marine Science) is in Gloucester Point. Additionally, the college's Board of Visitors oversees the Richard Bland College. Code of Virginia, Title 23.1, Chapter 28.

The board of visitors or other governing body of every state-supported institution of higher education in Virginia is authorized to establish rules and regulations for the acceptance of students; for the conduct of students and the suspension and dismissal of students who fail or refuse to abide by such rules; for the rescission or restriction of financial aid; for the employment of professors, teachers, instructors and all other employees; and for parking and traffic on property owned by the institution. In addition, the board of visitors or other governing body is authorized to establish programs to promote compliance among students with laws relating to the use of alcoholic beverages and to establish guidelines for the initiation or induction into any social fraternity or sorority. Code of Virginia, Title 23.1, Chapter 13.

Regulations may be obtained from The College of William & Mary, P.O. Box 8795, Williamsburg, VA 23187. Internet address: <http://www.wm.edu/>

## **Chapter 10. Motor Vehicles Parking and Traffic Regulations**

### **Part I**

#### **General Provisions**

##### **8VAC115-10-10. Decals.**

- A. Decals shall be permanently affixed to the left rear bumper, on the outside of the left rear windshield or displayed as a hangtag on the rear-view mirror. No parking decal may be taped inside the vehicle.
- B. The Parking Services office will recognize an official grace period in August of each school year for "No Decal" violations. During the grace period, members without current decals may only park in the Kaplan Arena Lot. Parking enforcement officers will continue to cite all other violations during the grace period. Student vehicles that are parked in faculty/staff spaces during the grace period will receive a citation for Reserved Space.
- C. Annual decal rates are approved by William & Mary Administration.

##### **8VAC115-10-20. Temporary permits.**

- A. Temporary permits are available for periods not to exceed two weeks. After the two-week period has expired, a permanent decal must be purchased. Temporary scratch off permits are available for purchase for daily and/or evening use.
- B. Temporary permits, at no charge and with a one-hour limit, are available for loading and unloading, with a valid decal. Customers without a decal must purchase a day pass.

**8VAC115-10-30. Enforcement of parking meters.**

In general, campus parking meters are enforced 7:30 a.m. to 5 p.m., Monday through Friday. Meters at Swem Library are enforced seven days a week, 24 hours a day. Multiple citations may be issued at meters.

**8VAC115-10-40. Payment of fines.**

Payment for fines for wheel locked vehicles may be paid by cash, check or credit card. Payment for all outstanding fines is required in order to remove a wheel lock.

**8VAC115-10-50. Faculty/staff lots.**

- A. Evening students may park in any faculty/staff (except the Jones Lot), resident or day space after 4 p.m. This option is available to other students with current decals after 5 p.m.
- B. Jones Lot is reserved 24 hours a day, seven days a week for faculty/staff only.

**8VAC115-10-60. Miscellaneous provisions.**

- A. It is a violation to purchase and distribute additional decals to other individuals or transfer or exchange decals for use on other vehicles. Such cases will be referred to the Dean of Students for appropriate action.
- B. Individuals who are associated with the college and have handicapped tags shall also display a William & Mary parking decal.
- C. Fees for parking decals are not refundable.
- D. The use of hazard lights does not prevent the issuance of a citation if the vehicle is in violation of parking rules.



- E. Temporary/Visitor Permits are available from the William & Mary Police Department (WMPD) when the Parking Services office is not open. All other affiliated customers must park at the Kaplan Arena or Stadium lot and use the Passport Pay-by-phone application to pay for the length of their stay. A valid temporary pass must be purchased the following morning when Parking Services opens.
- G. When vehicle or license plate information changes, please notify the Office of Parking Services, via e-mail at [parked@wm.edu](mailto:parked@wm.edu), or you may login to the online Parking Portal ([www.wm.T2hosted.com](http://www.wm.T2hosted.com)) to manage your account profile and update your vehicle information, these changes must be made before the vehicle is driven to campus.
- H. Enforcement hours on campus run from Monday at 7:30 a.m. through Friday at 5 p.m. A decal or temporary pass is required to park in any campus administered space during these times. From Friday at 5:00 p.m. through Monday at 7:30 a.m. a decal is not required, however all other parking regulations remain in effect.

## Part II

### Registration of Motor Vehicles

#### **8VAC115-10-70. Registration of motor vehicles.**

- A. All motor vehicles, including motorcycles and motorbikes, parked on college property shall be registered with Parking Services.. Registration may also be accomplished at the Watermen's Hall Registration Desk for those individuals at the Gloucester Point campus. The operator of each vehicle will be issued an appropriate decal or permit. The purchase of a decal entitles individuals to park only in those areas designated for the respective decal. The purchase of a decal does not guarantee a parking space. Maps highlighting the major lots by type of decal for both the Williamsburg and Gloucester Point Campuses are

incorporated by reference and made a part of this chapter. Decals are effective from Sep 1 through August 31 of the following calendar year. Temporary permits are issued as necessary for durations appropriate with their purpose.

- B. Acceptance of a decal or permit by an individual attests to that person's complete understanding of the College of William and Mary Motor Vehicle Regulations and such person's responsibility to adhere to these regulations. Additionally, it is a violation to purchase additional decals for distribution to other individuals.
- C. Students who misstate their classification category will be referred to the Dean of Students. When there is a change in (i) classification status of a registrant; or (ii) the purpose for which a decal or permit was issued; or (iii) the vehicle registration information, it shall be the sole responsibility of the registrant to notify Parking Services so that the decal or permit may be suitably altered.

### Part III

#### Registration, Eligibility and Classification

##### **8VAC115-10-80. Classification of registrant.**

Should registrants or Parking Services disagree as to proper classification, Parking Services may issue a 14-day temporary permit in favor of the registrant, who shall immediately file an appeal with the Parking Appeals Committee. The registrant is solely responsible for a clear statement of the situation in the appeal and for completing a permanent registration immediately upon receiving a decision from the Appeals Committee.

**8VAC115-10-90. Categories of decals.**

The categories of decals issued by the Parking Service office are listed below.

1. Faculty/Staff: All faculty, administrative personnel, classified and hourly employees of the college are eligible to register motor vehicles. Students who work part-time for the college will have eligibility determined according to their student status.
2. Resident: All individuals classified as students by the Registrar of the college, who reside in college administered housing and have completed 54 semester hours (or 4 semesters), qualify as a resident and will be issued a Resident decal, or students who reside at Graduate Complex, qualify as a resident and will be issued a Resident decal.
3. Day: Those individuals classified as students by the Registrar of the college who do not reside in college administered housing will receive a Day decal upon registering a motor vehicle.
4. Evening: Students whose classes begin after 4 p.m., and who do not reside in college administered housing, qualify as an evening student and will be issued an Evening hangtag. After 4 p.m. they may park in any faculty/staff or student space unless otherwise posted. Evening students who have a frequent need to park on campus before 4 p.m. may purchase the Day decal, as no provision is made for the Evening designation prior to 4 p.m. Evening students who have an occasional need to park on campus before 4 p.m. must obtain a temporary One-Day permit, which allows parking in Day areas only.
5. Restricted use: Students otherwise ineligible to register a motor vehicle, who have obtained permission to have a vehicle registered on campus to park in Kaplan Arena Lot only. Students who have obtained this permission will receive the decal upon registration. Permission may be granted for employment reasons (at least 10 hours per week), for medical necessity or for approved volunteer service (at least 10 hours per week). Please

allow two (2) weeks from submission for the approval process. Requests for exception based on medical necessity, physical disability, or illness requiring transportation off campus should be forwarded to the Office of the Dean of Students. Eligibility determination will be made by a Medical Review Committee and forwarded to Parking Services. Forms for this type of exception are available from Parking Services, the Office of the Dean of Students, and online. Requests for exception based on volunteer service should be forwarded to the Office of Community Engagement in Blow Hall. Forms for this exception may be picked up at the Office of Community Engagement or online. A student who brings a vehicle to the college without prior special permission is in violation of this chapter.

6. **General:** General decals are intended for non-College affiliated persons who volunteer at the college or have a frequent need to visit and use college facilities. The General decal allows parking in faculty/staff areas only.
7. **Motorcycle:** Motorcycle decal entitles the registered vehicle to park on campus. Parking of a motorcycle, moped, or motor scooter shall be done **ONLY** in pre-defined and approved motorcycle parking spaces. Motorcycles parked in any location other than the pre-defined and approved parking areas listed are subject to citation. The cost of the Decal will be ½ of the base rate. For safety reasons, unless otherwise noted, these vehicles are not permitted to park on sidewalks, under building overhangs, inside courtyards, or in buildings, at any time.
8. **Osher Lifelong Learning Institute at William & Mary:** This decal allows parking at the Kaplan Arena lot and School of Ed student lots 1-5 only. This decal is not valid in metered or timed spaces at any time. Individuals with this privilege may register up to two vehicles. Members with DMV issued handicapped credentials and the OSHER decal may park in

any faculty/staff parking space when standard ADA spaces are not readily available. During W&M School breaks the OSHER decal is valid in student spaces within the Parking Deck and faculty/staff spaces along James Blair Dr. The OSHER decal is not valid in off campus paid parking lots.

9. VIMS: Parking on the VIMS campus is by permit only. Faculty, staff, and students who purchase VIMS only decals may park on the Williamsburg campus at the Kaplan Arena lot and the Plant lot only. A temporary pass is required to park in other parking lots on campus.
10. Carpool: This is an option for Commuter Students Day or Evening, VIMS Students, and Faculty/Staff who desire to carpool and share a hangtag with members of like schemes. The program allows up to three separate owners to register their vehicles under a single carpool agreement. Carpool designated spaces have been placed throughout the campus in high demand areas (Deck, Law School, OD Lot, School of Ed, and Yates Lot).
11. Long-Term Storage: Residents who do not require frequent and regular use of their vehicle may opt to purchase a long term storage decal instead of a main campus decal at ½ the cost. This decal authorizes long-term storage at the School of Ed Lot 3. This decal is not authorized on the main campus at any time without purchase of an additional temporary pass. Students can access the School of Ed lot 3 by way of the WATA Trolley Line daily.

**8VAC115-10-100. Temporary permits.**

Temporary permits are available on a limited basis for a variety of needs. Examples include loading permits, car in for repairs, or temporary handicaps. These permits are available from 8 a.m. to 6 p.m., Monday through Friday from Parking Services and all other times from the Campus Police. Permits for the employees at the Gloucester Point Campus may be obtained from the registration desk in Watermen's Hall.

**8VAC115-10-110. Additional or replacement decals.**

An additional or replacement decal may be purchased for \$10.

**8VAC115-10-120. Motorcycle/motorbike.**

Members of the college community shall register motorcycles, mopeds, and motorbikes. The decal will be issued in accordance with the status of the registrant.

**8VAC115-10-130. Lost/stolen decals.**

If a decal is lost or stolen, it must be reported immediately to the WMPD, and a new permit must be obtained from Parking Services. Without a proper decal or permit, a motor vehicle parked on college property is in violation of this chapter and is subject to ticketing, wheel locking or towing.

**8VAC115-10-140. Display of decals.**

Vehicle registration is not complete until the permit or decal is properly displayed. Decals or permits displayed improperly will constitute an improper display violation. Decals shall be securely affixed to the driver's side rear bumper, to the outside of driver's side rear windshield or hung on the rear-view mirror. Affixing the decal to the outside rear windshield facilitates removal at a later date.

Part IV  
Traffic Regulations

**8VAC115-10-150. Enforcement.**

- A. The WMPD is authorized to enforce moving violations which will be returnable in the respective district courts.
- B. Barriers may be placed by the WMPD at any point deemed necessary for specific temporary use - most often emplaced for safety reasons and traffic flow. Removal of any such barriers without permission, except for passage of emergency vehicles, is prohibited.
- C. In all cases, the directions of a police officer or parking enforcement officer supersede the regulations posted by sign or signal.

**8VAC115-10-160. Vehicles on sidewalks.**

Riding, driving, or parking any vehicle, other than emergency vehicles, on the sidewalks of the college is prohibited. Any other use is by special permission from the Campus Police or Parking Services.

**8VAC115-10-170. Applicability of Part IV.**

8VAC115-20-150 and 8VAC115-20-160 apply equally to any person parking or operating a motor vehicle on college property.

Part V  
Parking Regulations  
Article 1  
General Provisions

**8VAC115-10-180. Decal or permit required; exceptions.**

A decal or permit is required to park on college property 24 hours a day, Mondays at 7:30 a.m. through Fridays at 5:00 p.m., except in metered or timed spaces. Anyone may park in metered spaces and must pay the meter as posted.

**8VAC115-10-190. Parking/no parking designations.**

A. Signs have been posted to designate the following parking areas.

Visitors

Faculty/Staff

Day

Resident

Time Limit spaces

B. The following designations are reserved and enforced 24 hours a day, seven days a week:

Firelanes

No Parking zones

Handicapped spaces

“Reserved For” spaces



Official Vehicle spaces

Service Vehicle/Vendor spaces

Jones Hall Lot

Meters at Swem Library and Ewell Circle.

C. "No Parking" signs indicate an emergency lane, and no parking is permitted day or night.

Parking in any portion of a No Parking zone for any length of time is a violation of this chapter.

D. Spaces reserved for Service or Vendor vehicles may only be used by vehicles displaying Service or Vendor permits issued by Parking Services. Employees of the college who have Service or Vendor permits must also have a William and Mary parking permit if they are using their personal vehicle and parking in a Service or Vendor space.

E. Parking space designation as to faculty, staff, and students will be observed when the college is in session. Parking space designations will not be observed during administrative holidays posted in the college catalog, unless otherwise posted. All other traffic and parking regulations will be enforced throughout the calendar year. Students in doubt should contact Parking Services, ext. 14764.

F. The purchase of a decal does not guarantee a specific parking space, but affords the registrant an opportunity to park in authorized areas when parking space is available. The responsibility for finding a proper parking space rests with the vehicle operator.

**8VAC115-10-200. Vacating certain lots.**

A. The Stadium/Bryan lot, Sadler Center lot, Old Dominion lot, Camm Lot, Yates-Randolph lot, James Blair lot and spaces on James Blair Drive, the Compton Lot, the Kaplan Arena

lot, Rear GGV lot, Harrison Ave, the Laycock Center Lot, and the designated and signed spaces on College Terrace and Dawson Circle must be vacated no later than 7:00 AM on the Saturdays of home football games. Students with approved exceptions issued Restricted Use Decals are not required to move their vehicles from the Kaplan Arena (formerly W&M Hall) lot.

- B. Other recurring events on campus will require certain lots to be vacated. These events include Homecoming, W&M Charter Day, Colonial Relays, Commencement Ceremonies, Neighboring County HS graduations. Signs will be posted to designate the affected areas. Vehicles in violation may be towed at owner's expense.
- C. Brooks Street around Kaplan Arena, the Yates/Randolph lot, the Compton lot, and the Commons lot must be vacated two hours prior to the start of all home men's basketball games. Vehicles in violation may be ticketed and/or towed at the owner's expense. Non-affiliated guests may park in the Kaplan Arena lot and use the Passport Pay-by-phone system to initiate a parking session for the duration of their stay.

**8VAC115-10-210. Parking on grass.**

Under no circumstances may any motor vehicle, other than police or emergency vehicles, be operated or parked at any time on the walkways, landscape, grass, or areas designated for grass, without a permit from Parking Services or Campus Police.

**8VAC115-10-220. Special events.**

For special events or programs requiring additional support from parking staff such as reserved spaces, lot and traffic management, signage, security and enforcement, and additional

fees may be assessed regardless of the day of the week the event is held. William & Mary Conference & Event Services can assist in coordinating events on campus. Members of the college community should be alert to posted notices because vehicles in violation may be towed at owner's expense.

**8VAC115-10-230. Motorcycles.**

Parking or storing motorcycles or motorbikes inside a building or in or near an entrance way is prohibited. In order to comply with state regulations and to preclude possible fire hazards, motorcycles and motorbikes will be ticketed and removed at the owner's expense when so parked. Cycle owners are asked to make use of the motorcycle parking spaces throughout campus.

**8VAC115-10-240. Double parking.**

Double parking and parking against the flow is never permitted.

**8VAC115-10-250. Bumper blocks.**

Bumper blocks (curb blockers), if present, establish parking spaces. This is especially true in gravel lots where parking is only permitted at bumper blocks.

**8VAC115-10-260. Disabled vehicles.**

The driver of any disabled vehicle is subject to ticketing. If the vehicle cannot be removed immediately, the driver should notify the WMPD or Parking Services at once and take steps to remove it without delay. A note left on a disabled vehicle does not preclude ticketing.

**8VAC115-10-270. Handicapped parking.**

Parking in spaces designated as "Handicapped Parking" is limited exclusively for that purpose. Vehicles parked in these spaces without proper authorization may be towed at the owner's expense. Members of the college community who have handicap permits must also display a current W&M parking decal or permit.

Article 2

Gloucester Point Campus Parking

**8VAC115-10-280. Parking by permit only.**

Parking at the Gloucester Point Campus is by permit only. All employees are entitled to park in any non-reserved space. Provisions for handicapped parking are set out in 8VAC115-20-320, and visitor parking is set out in 8VAC115-20-330.

Article 3

Williamsburg Campus Parking

**8VAC115-10-290. Faculty/staff parking.**

All faculty, administrative personnel, classified and hourly employees of the College and contract employees are eligible to register motor vehicles under faculty/staff status. Members of the faculty and staff are encouraged not to drive their vehicles point-to-point on campus. Faculty and staff may park only in faculty and staff areas, the Kaplan Arena Lot or the Law School overflow lot, near the cemetery, on South Henry Street. Faculty and staff may register up to three (3) vehicles against a single hangtag. Multiple hangtag decals will be sold at the

full tiered price. With the purchase of a hangtag an additional motorcycle or convertible adhesive decal may be purchased at a discounted rate only.

**8VAC115-10-300. Commuter Student (Day) parking.**

- A. Students who do not reside in College administered housing will receive a Commuter (Day) decal upon registering a motor vehicle. Students with day decals may park in areas marked as day student and permit only. They may also park in resident and faculty/staff spaces on the weekend and in other areas at times as noted in the Rules and Regulations.
- B. Students must move their vehicles from faculty/staff and resident spaces by 7:30 a.m. Monday through 5:00 p.m. Friday.
- C. Students whose classes begin after or have no need to park on campus before 4:00 p.m. and who do not reside in College administered housing qualify for the Evening decal. After 4:00 p.m., they may park in any faculty/staff, resident, day student or permit only space unless posted as faculty/staff at all times or otherwise signed for special use.
- D. Evening students who have a frequent need to park on campus before 4:00 p.m. may purchase the Day decal, as no provision is made for the Evening designation prior to 4:00 p.m. Evening students who have an occasional need to park on campus before 4:00 p.m. must obtain a temporary Day pass, which allows parking in Day and "Permit Only" areas.
- E. Both day and evening students may register multiple family owned vehicles under a single hangtag.

**8VAC115-10-310. Resident student parking.**

- A. College Residents are defined as all individuals classified as students by the Registrar of the College, who reside in College administered housing and have completed 4 regular

semesters (fall, spring). Grad Plex residents qualify for a gold Grad Plex decal. In addition to the rules that apply to a yellow resident decal, this decal is also valid on the second and third level of the Parking Deck marked as Day Student Parking Only.

- B. Resident students are encouraged to abstain from driving to class to help reduce parking congestion and to provide other residents across campus with availability of resident spaces.
- C. Students with resident decals may park in resident only spaces at any time and in faculty/staff and day student spaces on the weekends and after 5:00 p.m. Monday through Friday, unless otherwise noted. Vehicles must be removed from faculty/staff and day student spaces by 7:30 a.m., Monday through Friday. Resident students may only register one family vehicle.

**8VAC115-10-320. Handicapped parking.**

Permanent accessible license plates or placards may be obtained from the Division of Motor Vehicles. Faculty and staff with disabilities who need a temporary accessible parking placard (hang tag) should contact the Office of Diversity & Inclusion. Students requiring temporary accessible parking may make application through the Office of the Dean of Students, and employees at the Gloucester Point Campus should contact the Manager of Administrative Services (Watermen's Hall). Vehicles displaying appropriate handicap plates or placards may park in any ADA marked, faculty/staff, or student space. Those individuals affiliated with the college who have handicapped parking permission must also display a William & Mary parking decal.

**8VAC115-10-330. Visitor parking.**

- A. Visitor spaces are provided only for individuals outside the college community who have legitimate business on campus. No vehicle which has, or should have, a decal or permit is considered a visitor. Spaces reserved for "Visitors To" are intended for non-College affiliated individuals only. Permits to use these spaces may be obtained from the respective office visited.
- B. Visitors with visitor passes may park in any faculty/staff or student spaces unless the area is reserved at all times. Visitor passes are not valid at metered or timed spaces. Faculty and staff at both campuses (Main campus and Gloucester Point) who have visitors coming to the campus should contact Parking Services to buy appropriate passes ahead of their arrival. Anyone coming to campus frequently is not considered a visitor and must purchase a decal to park on College property, or park in the Kaplan Arena lot and initiate a pay by phone session for the appropriate time and space used.

**8VAC115-10-340. Metered spaces.**

Metered spaces are located in high demand areas and are intended for high turn-over. Anyone, except students with Restricted Use permits, may park at a meter, and everyone (except those displaying a valid handicapped tag) must pay. Meters are enforced Monday - Friday. Customers with a decal or visitor's pass are not required to pay at a meter. All other customers should continue to pay according to usage.

Part VI  
Enforcement

**8VAC115-10-350. Enforcement authority.**

Campus Police will enforce all appropriate provisions of the motor vehicle laws described in the Code of Virginia, the City of Williamsburg Traffic Regulations and the Motor Vehicle Regulations of the College of William and Mary. Parking Services will enforce the Motor Vehicle Regulations of the College of William and Mary.

**8VAC115-10-360. Additional citations for same violation.**

- A. With the exception of timed spaces, meter violations, and loading zones issuance of citations will be limited to one (1) per **calendar day**, unless the vehicle has been moved.
- B. Citations issued are tracked by license plate and each license plate will be issued one (1) no decal warning. No decal warnings once issued are ***not reset*** and may not be appealed. Each no decal violation after the warning will carry a fine as specified in the Schedule of Fines. Level I Offenses are graduated fines with an increasing value for subsequent violations; they are the only fines that reset to the 1<sup>st</sup> offense on September 1 each year. Multiple citations may be issued at meters and timed spaces. For example, at a 30 minute meter, tickets for expired meter violations may be issued at least 30 minutes apart. Meters by design will only accept the required coinage for maximum time (30 Min, 1hr, or 2hr). Overfeeding a meter will not register additional time beyond the maximum limit posted. Vehicles in pay-by-space lots will be cited for "No decal" if found parked in an unpaid space.



**8VAC115-10-370. Consistency of enforcement.**

Every attempt will be made to maintain consistency of enforcement. Lack of space in the immediate proximity to a building or observation that others have parked in violation of the regulations will not be considered a valid excuse for violating any regulation. Hazard lights do not exempt a vehicle from ticketing if they are in violation of a parking rule.

**8VAC115-10-380. Responsibility for violation.**

The decal owner will be held responsible for any violation involving the vehicle, even if the violation was committed by another. In instances where there is no decal, the registered owner will be considered responsible for the citation unless a different determination can be made.

**8VAC115-10-390. Removal of vehicle.**

The WMPD and Parking Services are authorized to remove by towing or immobilize by wheel lock, at the owner's expense, any vehicle which is in violation of these regulations. Vehicles that are towed off campus will be held at the owner's expense at a private, licensed garage until the owner presents a paid receipt from the College for outstanding fines, proof of ownership of the vehicle and payment of the towing fee. In addition, the garage may also charge a storage fee.

**8VAC115-10-400. Payment of fines.**

- A. Citation fines must be paid or appealed within 10 working days from the date the ticket is issued.

- B. The owner or operator of a vehicle that has been wheel locked must contact parking services within 48 hours, pay any outstanding fines, and the additional wheel lock fee before the wheel lock will be removed. Unauthorized removal or tampering with a wheel lock will result in a fine. Such action may also result in criminal prosecution, felonious charges and/or judicial action by the Honor Council. Vehicles wheel locked in excess of 48 hours will be towed off campus.

**8VAC115-10-410. Schedule of fines; payment policy.**

- A. Schedule of fines is reviewed and approved by William & Mary Administration.
- B. The following policy establishes the accepted payment methods for outstanding parking fines:
1. The T2 Online Parking Portal is the primary and most convenient way to pay a citation. The online portal accepts VISA, MC, and Discover Card transactions. Payment may be made at the Parking Services Office by cash, personal check, cashier's check, money order, credit card (Visa, MasterCard, Discover, and American Express) or William and Mary Express card. Coins must be appropriately rolled and are not accepted in bulk. Checks will not be accepted from seniors after May 1, through graduation.
  2. Owners of vehicles that have been towed must pay all outstanding fines and fees using payment methods described in item 1 above. Additionally, the owner must pay the towing fee.
  3. Employees at the Gloucester Point Campus may mail checks, money orders or cashier's checks to the Office of Parking Services. Checks should be made payable

to The College of William & Mary. Alternatively, they may use the courier provided by Administrative Services.

C. Wheel lock policy.

1. Vehicles become liable for wheel lock when there are three (3) outstanding tickets which have not been paid or appealed within 14 days of the date of the latest ticket or two (2) tickets which have not been paid within 30 days of the date of the later ticket, when citation debt exceeds \$350, anytime a vehicle is found displaying lost/stolen decals or fraudulent decals may also result in wheel lock.
2. Vehicle owners with a vehicle that is wheel locked must pay all outstanding fines, plus a wheel lock fee, within 48 hours of the wheel lock. Acceptable payment methods are cash, check, and money order, Visa or MasterCard. The William and Mary Express card may only be used when paying at Parking Services. Vehicles wheel locked in excess of 48 hours will be towed.

**8VAC115-10-420. Appeals.**

- A. Community members at the College of William and Mary have the right to appeal any parking citation within 10 days of receiving the citation. The operation of a motor vehicle on campus constitutes implied consent for responsibility for parking violations. The Parking Appeals Committee is, by Presidential appointment, the highest authority on campus in parking matters and consists of members from all college constituencies. The Committee endeavors to handle submitted appeals within 30 days of receipt.
- B. A successful appeal may result in repealing of the ticket or a decrease in fined amount. A driver wishing to appeal a citation may submit an online appeal within 10 days of

receiving the contested citation. A citation may only be appealed once, and all committee decisions are final. You may request a second appeal provided there is new relevant information not available during the original appeal. Verbal appeals will not be considered. Members may choose to appear in person before the committee, under these circumstances a written appeal is still required and must state the desire to appear in person.

- C. If an appeal is not made in a timely manner or if payment is past due, the appeal will be denied. Failure to appear at a scheduled hearing without justifiable cause will be grounds for appeal denial without reconsideration.
- D. The following situations and reasons are not acceptable grounds for appeal and will not be considered by the Parking Appeals Committee: Ignorance of regulations, Lost ticket, Citation for parking in accessible space, Citation for stolen, altered, or fraudulent decal, Convenient space availability, Only parked illegally for a few minutes, Financial hardship, Bad weather or darkness, Running late, Unread or misunderstood signs.

**8VAC115-10-430. Revocation.**

- A. The rights to have a vehicle on campus may be revoked by the Parking Appeals Committee, Dean of Students, or Director, Parking & Transportation Services.
- B. A maximum of five (5) citations which have been paid are permitted within the decal year without additional punitive action. On receipt of the sixth citation during the decal year, in addition to the fine, the offender's registration is subject to revocation and the individual may be prohibited from parking a vehicle on campus for the year outside of Kaplan Arena Lot, unless reinstated. Persons with restricted

privileges and the Restricted Use Decal must park in the Kaplan Arena lot only from Monday at 7:30 a.m. until Friday at 5:00 p.m. They may not park in metered or timed spaces at any time, unless the space is also designated as a load/unload space then the specified time limit applies.

- C. Reinstatement of motor vehicle registration rights which have been revoked for any reason, can be granted by the Appeals Board upon direct written application by the offender to the committee.
- D. If decals or permits are revoked, no refunds shall be made.

AD HOC COMMITTEE ON  
ORGANIZATIONAL SUSTAINABILITY & INNOVATION  
February 7, 2019  
11:00 a.m. – 1:00 p.m.  
Board Room – Blow Memorial Hall

Todd A. Stottlemyer, Co-Chair  
Thomas R. Frantz, Co-Chair

- I. Opening Remarks – Mr. Stottlemyer and Mr. Frantz
- II. Update on "Tiger Team" Projects
- III. Update on Institutional Partnership Performance Agreement Legislation
- IV. Closed Session (if necessary)
- V. Adjourn

## **JOINT MEETING**

February 7, 2019

1:15 – 2:45 p.m.

Dogwood Room – School of Education

### **COMMITTEE ON THE STUDENT EXPERIENCE**

H. Thomas Watkins III, Chair

Lisa E. Roday, Vice Chair

### **W&M FOUNDATION ATHLETICS SUB-COMMITTEE**

Maryellen F. Feeley, Chair

- I. Call to Order and Introductory Remarks – Mr. Watkins and Ms. Feeley
- II. Approval of Minutes
  1. W&M Foundation Athletics Sub-Committee – October 18, 2018
- III. Director of Athletics Report – Samantha K. Huge
- IV. Tribe Club Update – Bobby Dwyer
- V. Closed Session (if necessary)
- VI. Other Business
- VII. Adjourn

## **JOINT MEETING**

**THE BOARD OF VISITORS  
THE WILLIAM & MARY FOUNDATION  
THE ALUMNI ASSOCIATION BOARD OF DIRECTORS  
THE ANNUAL GIVING BOARD OF DIRECTORS**

**February 7, 2019  
3:00 – 5:30 p.m.**

**Matoaka Woods Room - School of Education**

- I. Call to Order and Welcome – John E. Littel, Rector
- II. Advancement and Campaign Update
- III. Legislative Update
- IV. The W&M Financial Model
- V. President's Report
- VI. Closed Session (if necessary)
- VII. Other Business
- VIII. Closing Remarks
- IX. Adjourn



**WILLIAM & MARY BOARD OF VISITORS  
OFFICERS AND COMMITTEES  
2018-2019**

***STANDING COMMITTEES:***

**EXECUTIVE COMMITTEE**

John E. Littel, Rector  
William H. Payne II, Vice Rector  
Sue H. Gerdelman, Secretary  
Thomas R. Frantz  
James A. Hixon  
Lisa E. Roday  
Brian P. Woolfolk  
*Michael J. Fox*

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Karen Kennedy Schultz, Chair  
S. Douglas Bunch, Vice Chair  
Mirza Baig  
Warren W. Buck III  
Anne Leigh Kerr  
Catherine A. Forestell, faculty representative  
Brendan J. Boylan, student representative  
*Michael R. Halleran*

**COMMITTEE ON ADMINISTRATION, BUILDINGS AND GROUNDS**

William H. Payne II, Chair  
Warren W. Buck III, Vice Chair  
James A. Hixon  
Barbara L. Johnson  
J.E. Lincoln Saunders  
Christopher Abelt, faculty representative  
Camryn Easley, student representative  
*Samuel E. Jones*

(Design Review Board – William H. Payne II, Warren W. Buck III)

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Rowan Lockwood, faculty representative  
Samir Tawalare, student representative  
*Virginia M. Ambler*  
*Samantha K. Hugel*

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Mirza Baig  
Victor K. Branch  
William H. Payne II  
J.E. Lincoln Saunders  
*Kent B. Erdahl*  
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Thomas Ward, faculty representative  
Patrick Canteros, student representative  
*Samuel E. Jones*  
*Amy S. Sebring*

**Investments Subcommittee:**

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H. Thomas Watkins III, Vice Chair  
James A. Hixon

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Anne Leigh Kerr, Vice Chair  
Victor K. Branch  
Thomas R. Frantz  
Todd A. Stottlemyer  
H. Thomas Watkins III  
David Armstrong, faculty representative  
Rachel Becker, student representative  
*Henry R. Broaddus*  
*Matthew T. Lambert*

**RICHARD BLAND COLLEGE COMMITTEE**

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  
Matthew J. Smith, faculty representative  
Kayla M. Hand, student representative  
*Debbie L. Sydow*

**AD HOC COMMITTEE ON ORGANIZATIONAL SUSTAINABILITY AND INNOVATION**

Todd A. Stottlemyer, Co-Chair  
Thomas R. Frantz, Co-Chair  
*Michael R. Halleran*  
*Henry R. Broaddus*  
*Samuel E. Jones*

Board Liaison to MONROE LEGACY WORKING GROUP – Warren Buck

Board Liaison to 1619-2019 COMMEMORATION COMMISSION – Warren Buck

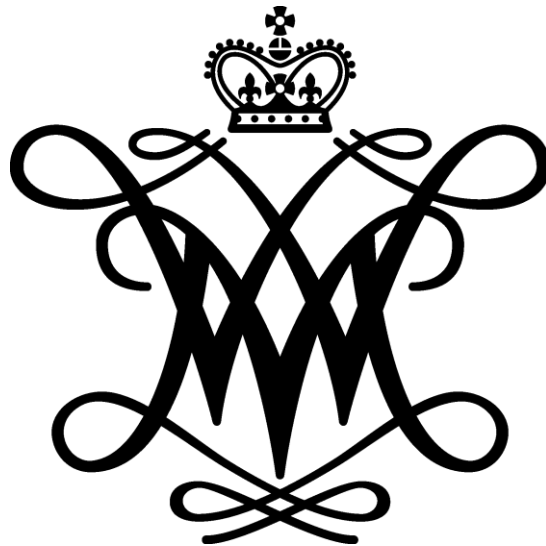
Board Representatives on INAUGURATION COMMITTEE – Sue Gerdelman & Lisa Roday

Board Representative on PROVOST SEARCH COMMITTEE – Doug Bunch

BOARD OF VISITORS  
WILLIAM & MARY

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BOARD MEETING

*Board Room - Blow Memorial Hall*

February 8, 2019

## MEETING AGENDA

Board of Visitors - William & Mary

February 8 – 7:30 - 9:30 a.m.  
Board Room - Blow Memorial Hall

- I. Welcome and call to order Rector John E. Littel
- II. Approval of Minutes – November 16, 2018 Mr. Littel
- III. Opening Remarks Mr. Littel  
President Katherine A. Rowe
- IV. Closed Session (if necessary) Mr. Littel
- V. Reports of Standing Committee chairs
  - A. Richard Bland College Committee Barbara L. Johnson
    - 1. **Resolution 1:** Executive Appointment *tab #1*
    - 2. **Resolution 2:** Appointment to Fill Vacancy in the Professional Faculty *tab #2*
  - B. Committee on Institutional Advancement Sue H. Gerdelman
  - C. Committee on the Student Experience H. Thomas Watkins III
  - D. Committee on Audit, Risk and Compliance Brian P. Woolfolk
  - E. Committee on Administration, Buildings and Grounds William H. Payne II
    - 1. **Resolution 22:** Cash Management Investment Policy *tab #22*
  - F. Committee on Financial Affairs James A. Hixon
    - 1. **Resolution 23:** Revisions to the Motor Vehicles Parking and Traffic Rules and Regulations *tab #23*
  - G. Committee on Academic Affairs Karen Kennedy Schultz
    - 1. **Resolution 3:** Appointment to Fill Vacancies in the Instructional Faculty *tab #3*
    - 2. **Resolution 4:** Designated Professorships *tab #4*
    - 3. **Resolution 5:** Faculty Leaves of Absence *tab #5*

Board of Visitors  
MEETING AGENDA  
February 8, 2019

4. **Resolution 6:** Faculty Promotions *tab #6*
  5. **Resolution 7:** Award of Academic Tenure *tab #7*
  6. **Resolution 8:** Resolution to Approve a Bachelor of Arts Program in Linguistics *tab #8*
  7. **Resolution 9:** Resolution to Approve a Doctor of Juridical Science Program *tab #9*
  8. **Resolution 10:** Retirement of John W. Conlee  
Department of English *tab #10*
  9. **Resolution 11:** Retirement of William J. Hausman  
Department of Economics *tab #11*
  10. **Resolution 12:** Retirement of Colleen Kennedy  
Department of English *tab #12*
  11. **Resolution 13:** Retirement of Rosa Alejandra Lukaszew  
Department of Physics *tab #13*
  12. **Resolution 14:** Retirement of John H. Oakley  
Department of Classical Studies *tab #14*
  13. **Resolution 15:** Retirement of Marc Lee Raphael  
Department of Religious Studies *tab #15*
  14. **Resolution 16:** Retirement of George T. Rublein  
Department of Mathematics *tab #16*
  15. **Resolution 17:** Retirement of Nancy J. Schoenberger  
Department of English *tab #17*
  16. **Resolution 18:** Retirement of Joel D. Schwartz  
Department of Government *tab #18*
  17. **Resolution 19:** Retirement of Yanfang Tang  
Department of Modern Languages and Literatures *tab #19*
  18. **Resolution 20:** Retirement of Susan Verdi Webster  
Department of Art & Art History *tab #20*
  19. **Resolution 21:** Retirement of Sharon L. Zuber  
Department of English *tab #21*
- H. Ad Hoc Committee on Organizational Sustainability and Innovation      Todd A. Stottlemeyer  
Thomas R. Frantz
- VI. Monroe Legacy Working Group      Mr. Buck
  - VII. 1619-2019 Commemoration Commission      Mr. Buck
  - VIII. Old Business      Mr. Littel
  - IX. New Business      Mr. Littel
  - X. Executive Session (if necessary)      Mr. Littel

Board of Visitors  
MEETING AGENDA  
February 8, 2019

XI. Closing remarks

XII. Adjournment

Mr. Littel

**BOARD ROOM**

11:00 a.m.-12:00 Noon    Cypher Society Annual Meeting

**FULL BOARD MEETING  
MINUTES – NOVEMBER 14-16, 2018**



## **MINUTES**

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

**November 14-16, 2018**

The Board of Visitors of The College of William & Mary in Virginia met on the campus in Williamsburg on Wednesday, Thursday and Friday, November 14-16, 2018, and on the Richard Bland College campus in South Prince George on Thursday morning, November 15, 2018.

On Wednesday, November 14, the Committee on Academic Affairs met in the Board Room from 3:00 to 4:15 p.m. The Executive Committee met from 4:20 to 6:58 p.m. in the Board Conference Room. That evening the full Board convened in the Commons Dining Hall from 8:25 to 9:25 p.m.

Those present on Wednesday evening were:

Mirza Baig  
Victor K. Branch  
Warren W. Buck III  
S. Douglas Bunch  
Thomas R. Frantz  
Sue H. Gerdelman  
James A. Hixon  
Barbara L. Johnson

Anne Leigh Kerr  
John E. Littel  
William H. Payne II  
Lisa E. Roday  
Karen Kennedy Schultz  
H. Thomas Watkins III  
Brian P. Woolfolk

Absent: J.E. Lincoln Saunders  
Todd A. Stottlemyer

Also present was William and Mary President Katherine A. Rowe.

On Thursday morning, November 15, the full Board and the Richard Bland College Committee met on the campus of Richard Bland College in Room 107 in the Social Science, Humanities and English (SSHE) Building from 9:00 a.m. to 12:20 p.m.

Those present on Thursday morning were:

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  
Lisa E. Roday  
J.E. Lincoln Saunders  
Karen Kennedy Schultz  
H. Thomas Watkins III  
Brian P. Woolfolk  
Faculty Representative: Matthew Smith  
Student Representative: Kayla Hand

Board of Visitors

**MINUTES**

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Absent: Mirza Baig  
Thomas R. Frantz  
Todd A. Stottlemyer

Others present were:

Debbie L. Sydow  
Kent B. Erdahl  
Michael J. Fox  
J. Tyler Hart

Samuel E. Jones  
Kenneth Latessa  
Amy S. Sebring  
Sandra J. Wilms

Also in attendance were University Counsel Deborah Love, Senior Assistant Attorney General Carrie S. Nee and other Richard Bland College faculty and staff.

At 12:17 p.m., following the conclusion of the Richard Bland College Committee meeting, Rector John E. Littel convened the full Board, and asked for a motion to adopt the following resolutions discussed during the Richard College Committee meeting:

- **Resolution 1**, Resolution to Approve Request for FY20 Budget Amendment
- **Resolution 2 REVISED**, Resolution to Approve Weapons on Campus Regulation
- **Resolution 3 REVISED**, Resolution to Approve Open Flames on Campus Regulation
- **Resolution 4**, Resolution to Approve Naming of the Mary Morton Parsons Cafe

Motion was made by Ms. Johnson, seconded by Mr. Buck and approved by voice vote. (**Resolution 2 (R)** and **Resolution 3(R)** are appended.)

There being no further business, the Rector adjourned the meeting at 12:20 p.m. Members of the Board attended the ribbon cutting ceremony for Commerce Residence Hall, and then returned to Williamsburg for afternoon committee meetings on the William & Mary campus.

The Committee on Institutional Advancement met in Blow Hall Room 201 from 2:45 to 4:12 p.m. The Committee on Audit and Compliance met from 4:15 to 5:45 p.m. in the Board Room, while the Committee on the Student Experience met from 4:20 to 5:15 p.m. in Blow Hall Room 201.

On Friday, November 16, the Committee on Administration, Buildings and Grounds met Room from 7:30 to 7:58 a.m. and the Committee on Financial Affairs met from 8:05 to 8:30 a.m. in the Board Room.

Those present on Friday were:

Victor K. Branch  
Warren W. Buck III  
S. Douglas Bunch  
Thomas R. Frantz  
Sue H. Gerdelman  
Barbara L. Johnson  
James A. Hixon  
Anne Leigh Kerr  
John E. Littel

William H. Payne II  
Lisa E. Roday  
Karen Kennedy Schultz  
Todd A. Stottlemeyer  
H. Thomas Watkins III  
Brian P. Woolfolk  
Faculty Representative: Catherine Forestell  
Student Representative: Brendan Boylan

Absent: Mirza Baig  
J.E. Lincoln Saunders

Others present were:

Katherine A. Rowe  
Michael R. Halleran  
Virginia M. Ambler  
Henry R. Broaddus  
Samantha K. Huges  
Samuel E. Jones  
Matthew T. Lambert  
Amy S. Sebring

Kent B. Erdahl  
Michael J. Fox  
W. Fanchon Glover  
Jeremy P. Martin  
John M. Poma  
Brian W. Whitson  
Sandra J. Wilms  
Timothy A. Wolfe

Also in attendance were Staff Liaison Jennifer C. Fox, University Counsel Deborah Love, Dean Dave Douglas, Dean John Wells and other William & Mary faculty and staff.

At 8:45 a.m., the Rector convened the Board as a committee of the whole for the **Committee on Organizational Sustainability and Innovation**. Mr. Stottlemeyer presided as chair, briefly outlined the agenda, and then called on Vice President for Strategic Initiatives and Public Affairs Henry Broaddus, who provided an update on the Strategic Dashboard.

Following brief discussion, Mr. Stottlemeyer moved that the Committee on Organizational Sustainability and Innovation convene in Closed Session to discuss the evaluation of the performance of departments or schools, as provided for in Section 2.2-3711.A. 1., of the Code of Virginia. Motion was seconded by Mr. Frantz and approved by voice vote. The observers were asked to leave the room and the Committee went into closed session at 8:51 a.m.

The Committee reconvened in open session at 10:34 a.m. Mr. Stottlemeyer 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 Mr. Hixon and approved by roll call vote of the Board members conducted by Secretary to the Board Michael Fox. (Certification **Resolution** is appended.)

There being no further business, the Committee adjourned at 10:35 a.m.

Following a short break, the Rector convened the full Board at 10:42 a.m.

Those present were:

Victor K. Branch  
Warren W. Buck III  
S. Douglas Bunch  
Thomas R. Frantz  
Sue H. Gerdelman  
Barbara L. Johnson  
James A. Hixon  
Anne Leigh Kerr  
John E. Littel

William H. Payne II  
Lisa E. Roday  
Karen Kennedy Schultz  
Todd A. Stottlemeyer  
H. Thomas Watkins III  
Brian P. Woolfolk  
Faculty Representative: Catherine Forestell  
Student Representative: Brendan Boylan

Absent: Mirza Baig  
J.E. Lincoln Saunders

Others present were:

President Katherine A. Rowe  
President Debbie L. Sydow  
Michael R. Halleran  
Virginia M. Ambler  
Henry R. Broaddus  
Samantha K. Huges  
Samuel E. Jones  
Matthew T. Lambert  
Amy S. Sebring

Kent B. Erdahl  
Michael J. Fox  
W. Fanchon Glover  
Jeremy P. Martin  
Pamela Mason  
Brian W. Whitson  
Sandra J. Wilms  
Timothy A. Wolfe

Also in attendance were Staff Liaison Jennifer C. Fox, University Counsel Deborah Love, Dean Spencer Niles and other William & Mary faculty and staff.

Welcome and call to order - Rector John E. Littel.

Recognizing that a quorum was present, the Rector asked for a motion to adopt the minutes of the meeting of September 26-28, 2018. Motion was made by Mr. Payne, seconded by Ms. Schultz and approved by voice vote

In his opening remarks, the Rector took the opportunity to thank the staff and recognize several members, including Doug Bunch, Tom Frantz, Victor Branch and Todd Stottlemeyer. He applauded the successful dedication of the Shenkman Jewish Center, and thanked Anne Leigh Kerr, Colin Smolinsky and Sam Jones for their efforts with hosting the Senate Finance Committee at the reception last night. The Rector commented on his visit to campus in October, which included meeting with students and participation in a campus

forum with President Rowe. He noted that the public comment event on tuition will continue in the future and thanked Jim Hixon and Sue Gerdelman for joining him in attending. The Rector also thanked Board members for traveling to Richard Bland for the meeting and for participating in the opening of the new Commerce Resident Hall.

In her opening remarks, President Katherine A. Rowe, reported on the Thinking Forward conversations and highlighted key efforts of the leadership team, noting that two themes have emerged from the conversations so far -- advance diversity and inclusion and the imperative to put the university on a sustainable financial path. She advised that this effort would move into a more formal planning mode next year, and begin to transition from listening to play back, with the first conversation on November 27. The President had fuller comments on the themes:

- Advancing diversity and inclusiveness; early focus on faculty diversity; new approaches to faculty hiring
- Organizational sustainability
- Pacing and timeline to pursue opportunities with General Assembly and Board of Visitors in mind/increasing readiness to take action

The Rector called on the Secretary of the Board. Ms. Gerdelman moved that the Board of Visitors of the College of William & Mary convene in Closed Session for the purpose of approving personnel actions involving specific employees pertaining to the appointments, promotions, and leaves of specific instructional faculty; discussing the evaluation of the performance of departments or schools; discussing internal investigations involving identifiable students and/or employees; discussing specific recommendations related to fundraising initiatives, priorities and strategies, and discussing plans relating to security of any College facility, building or structure, or safety of persons using such facility, building or structure, as provided for in Section 2.2-3711.A.1., 2., 9. and 19, of the Code of Virginia. Motion was seconded by Ms. Roday and approved by voice vote. The observers were asked to leave the room and the Board went into closed session at 11:10 a.m.

The Board reconvened in open session at 11:14 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 Ms. Schultz 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, thanked everyone for coming to Richard Bland and briefly reviewed the agenda. She noted that seven Promise Scholars had spoken, Board members participated in a SWOT analysis in preparation for the Strategic Plan for 2025, heard an update on the SACS site visit on October 17, expressed the general feeling things are going well; thanked President Sydow for hosting.



President Sydow had a brief report:

- Thanked the Board for convening on campus and participating in the ribbon cutting; the event was well covered by television and newsprint
- Student leadership dinner hosted/led by Aimee Joyaux was similar to the one done by the Board. Students have different requests – access to library, quiet spaces, access to art and tech labs, reflect positive changes
- Kicked off design phase of academic space addition to library; RRMM architects and group met to begin design of future collaborative space; good conversations; complete in spring

Rector noted for the record that **Resolution 1**, Resolution to Approve Request for FY20 Budget Amendment; **Resolution 2 REVISED**, Resolution to Approve Weapons on Campus Regulation; **Resolution 3 REVISED**, Resolution to Approve Open Flames on Campus Regulation; and **Resolution 4**, Resolution to Approve Naming of the Mary Morton Parsons Café were approved by the Richard Bland Committee and the full Board yesterday.

Ms. Gerdelman reported for the Committee on Institutional Advancement and briefly reviewed the agenda. She thanked Ms. Kerr for facilitating the meeting with the Virginia Senate. There were no action items.

Mr. Watkins reported for Committee on the Student Experience and briefly reviewed the agenda. The Committee heard two updates – one on the Career Center by Kathleen Powell and one on the Wellness Center by Kelly Crace. Mr. Watkins advised that two documents from the Association of Governing Boards regarding governing board responsibilities for athletics would be shared with members of the Board. There were no action items.

Mr. Woolfolk reported for the Committee on Audit, Risk and Compliance and briefly reviewed the agenda. Mr. Woolfolk moved adoption of **Resolution 8**, Approval of 2019 Internal Audit Work Plan. Motion was seconded by Ms. Roday and approved by voice vote.

Mr. Payne reported for the Committee on Administration, Buildings and Grounds and briefly reviewed the agenda. Mr. Payne moved adoption as a block of **Resolution 9**, Resolution to Approve Demolition of Multiple Structures at the Eastern Shore Laboratory; **Resolution 10**, Resolution to Approve Demolition of Multiple Structures within the Facilities Maintenance Complex; **Resolution 11**, Resolution to Approve the Naming of the Acuff Center for Aquaculture; and **Resolution 12**, Resolution to Approve the Crisis and Emergency Management Plan. Motion was seconded by Ms. Roday and approved by voice vote.

Mr. Payne asked Ms. Schultz to comment on **Resolution 13**, Resolution to Approve the Naming of the Tribe Field Hockey Center. After brief remarks, Ms. Schultz moved adoption of **Resolution 13**. Motion was seconded by Ms. Gerdelman and approved by voice vote.

Mr. Payne recognized and thanked Chief Human Resources Officer John Poma, who is leaving his position at the end of the year, for his service to the university. The Board responded with a round of applause.

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

Mr. Hixon moved adoption as a block of **Resolution 14**, Maintain Four-Year Tuition Guarantee for In-State Undergraduate Students; **Resolution 15**, Receipt of the Consolidated Financial Report of The College of William & Mary in Virginia, Virginia Institute of Marine Science, and Richard Bland College for the Fiscal Year Ended June 30, 2018 (considered jointly with *Richard Bland College*); **Resolution 16**, Receipt of the Financial Report of the Intercollegiate Athletic Department for the Fiscal Year Ended June 30, 2018; and **Resolution 17**, Approval of Interim Use of Funds and Establishment of Russell and Jeanne Baker Quasi-Endowment. Motion was seconded by Mr. Buck and approved by voice vote.

The Rector commented on the public comment period on tuition that was held in October and noted that one would be held in the spring for both William & Mary and Richard Bland. He thanked Mr. Hixon and Ms. Gerdelman for participating.

Ms. Schultz reported for the Committee on Academic Affairs and briefly reviewed the agenda. Ms. Schultz moved adoption as a block of **Resolution 5**, Appointment to Fill Vacancies in the Instructional Faculty; **Resolution 6**, Designated Professorships; and **Resolution 7**, Faculty Leave of Absence. Motion was seconded by Mr. Buck and approved by voice vote.

Rector thanked Board members for reading the materials in advance, noting work continues to improve the process.

Faculty representative to the Board Cathy Forestell gave a brief update on the activities of the Faculty Assembly, including updates to the Faculty Handbook, and thanked members of the Board for their willingness to engage with faculty members on the William & Mary 2026 conversation. Professor Forestell briefly commented on the work of the Charter Day committee, noting a lot of progress has been made.

Staff Liaison Jennifer Fox gave a brief report on the activities of the Staff Assembly and the Professionals and Professional Faculty Assembly, including recent collaborations; working with Mr. Poma on the climate survey; re-vamping evaluation process. She noted that conversations continue with the Student Assembly.

Student representative to the Board Brendan Boylan gave a brief report on the activities of the Student Assembly, noting a lot more collaboration; happy to be part of conversations; updates on recent initiatives; culminate in student bill of rights to clarify that students know their rights; focus on socio-economic diversity; thank Glover for participation; also focus on camps safety; more ways to decrease students hit by cars; upcoming symposium on race and diversity on February 22; wellness issues; counseling long wait times/high demand; ways to incorporate peer counseling.

Warren Buck reported as the Board representative on the Monroe Legacy Working Group and the 1619-2019 Commemoration Commission. He provided an update on the new visitor center at Highland, noting progress on the design, planning and cost.

Mr. Buck advised that he attended the meeting last Tuesday of the Lemon Project Committee on Memorialization and brought greetings from the Board. He advised that the Committee was working to finalize the designs to recommend to the President. The Lemon Project legacy garden and statue designed for the 50<sup>th</sup> anniversary of the first African-American students in residence is in process and will be located between Jefferson and Ewell Halls.

For the report on the 1619-2019 Commission, Mr. Buck advised that William & Mary would be hosting the ASWAD conference on campus. The Commission's final report will be sent to Provost Halleran and will be shared with the Board.

There was no Old Business.

Under New Business, Mr. Littel advised that the Provost search was underway. Ann Marie Stock is the chair. The Committee has met with consultants to build the position profile, drawing on the presidential search profile, and will hope to conclude the search early next year.

Polling for summer retreat dates will be done soon.

The Rector then briefly reviewed events this afternoon:

- Board Room – 2:00-3:30 p.m. - multi-disciplinary discussion of a book published by Jacob Rooksby '04, who is now the Dean of the Law School at Gonzaga – *The Branding of the American Mind: How Universities Capture, Manage, and Monetize Intellectual Property and Why It Matters*. The seminar is sponsored by the Global Research Institute (formerly ITPIR).
- Tour of the new VIMS research vessel *R/V Virginia* at the Yorktown pier – 2:30-3:30 p.m.



The Rector called on the Secretary of the Board. Ms. Gerdelman moved that the Board of Visitors of the College of William & Mary convene in Executive Session for the purpose of discussing personnel matters pertaining to the performance and evaluations of specific executive employees; 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., and 8., of the Code of Virginia. Motion was seconded by Mr. Frantz and approved by voice vote. The observers were asked to leave the room and the Board went into closed session at 12:06 p.m.

The Board reconvened in open session at 1:24 p.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. Watkins and approved by roll call vote conducted by the Secretary of the Board Sue Gerdelman. (Certification **Resolution** is appended.)

There being no further business, the Board adjourned at 1:25 p.m.

**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 9, 2018; and

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

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.

**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 9, 2018;

**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.

**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*

November 16, 2018

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: 15

NAYS: 0

ABSENT DURING CLOSED SESSION:



Todd A. Stottlemyer  
Co-Chair  
Committee on Organizational Sustainability  
and Innovation

Board of Visitors

November 16, 2018

CERTIFICATION OF CLOSED SESSION

WHEREAS, the Board of Visitors of The College of William & Mary in Virginia 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;

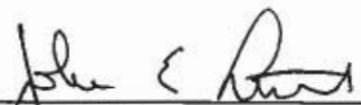
NOW, THEREFORE, BE IT RESOLVED, That the Board of Visitors, reconvening in open session, hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed session to which this 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: 15

NAYS: 0

ABSENT DURING CLOSED SESSION:

  
\_\_\_\_\_  
John E. Littel  
Rector of the College

Board of Visitors

November 16, 2018

CERTIFICATION OF CLOSED SESSION

WHEREAS, the Board of Visitors of The College of William & Mary in Virginia 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: 15

NAYS: 0

ABSENT DURING CLOSED SESSION:

  
\_\_\_\_\_  
John E. Littel  
Rector of the College

AGENDA ITEMS  
Board of Visitors Meeting  
William & Mary

February 6-8, 2019  
Board Room - Blow Memorial Hall

RICHARD BLAND COLLEGE

- |                             |   |
|-----------------------------|---|
| Resolution 1, <i>tab #1</i> | Executive Appointment                                   |
| Resolution 2, <i>tab #2</i> | Appointment to Fill Vacancy in the Professional Faculty |

WILLIAM & MARY

- |                               |   |
|-------------------------------|---|
| Resolution 3, <i>tab #3</i>   | Appointments to Fill Vacancies in the Instructional Faculty     |
| Resolution 4, <i>tab #4</i>   | Designated Professorships                                       |
| Resolution 5, <i>tab #5</i>   | Faculty Leaves of Absence                                       |
| Resolution 6, <i>tab #6</i>   | Faculty Promotions  |
| Resolution 7, <i>tab #7</i>   | Award of Academic Tenure  |
| Resolution 8, <i>tab #8</i>   | Resolution to Approve a Bachelor of Arts Program in Linguistics |
| Resolution 9, <i>tab #9</i>   | Resolution to Approve a Doctor of Juridical Science Program     |
| Resolution 10, <i>tab #10</i> | Retirement of John W. Conlee, Department of English             |
| Resolution 11, <i>tab #11</i> | Retirement of William J. Hausman, Department of Economics       |
| Resolution 12, <i>tab #12</i> | Retirement of Colleen Kennedy, Department of English            |
| Resolution 13, <i>tab #13</i> | Retirement of Rosa Alejandra Lukaszew, Department of Physics    |

Board of Visitors  
AGENDA ITEMS  
February 6-8, 2019

Resolution 14, <i>tab #14</i>	Retirement of John H. Oakley, Department of Classical Studies
Resolution 15, <i>tab #15</i>	Retirement of Marc Lee Raphael, Department of Religious Studies
Resolution 16, <i>tab #16</i>	Retirement of George T. Rublein, Department of Mathematics
Resolution 17, <i>tab #17</i>	Retirement of Nancy J. Schoenberger, Department of English
Resolution 18, <i>tab #18</i>	Retirement of Joel D. Schwartz, Department of Government
Resolution 19, <i>tab #19</i>	Retirement of Yanfang Tang, Department of Modern Languages and Literatures
Resolution 20, <i>tab #20</i>	Retirement of Susan Verdi Webster, Department of Art & Art History
Resolution 21, <i>tab #21</i>	Retirement of Sharon L. Zuber, Department of English
Resolution 22, <i>tab #22</i>	Cash Management Investment Policy
Resolution 23, <i>tab #23</i>	Revisions to the Motor Vehicles Parking and Traffic Rules and Regulations

**RICHARD BLAND COLLEGE**  
**RESOLUTIONS**

**RICHARD BLAND COLLEGE  
EXECUTIVE APPOINTMENT**

BE IT RESOLVED, That upon recommendation of the President, the Board of Visitors of the College of William & Mary approves the appointment of the following individual to fill the position indicated:

**MARIA DEZENBERG**, Provost, effective February 10, 2019:

Ph.D., Leadership and Change, Antioch University, 2017  
Ed.S., Education Leadership/Administration, University of Alabama, 1997  
M.A., Leadership and Change, Antioch University, 2016  
M.A., International Relations, University of San Diego, 1992  
B.A., International Relations, Eastern Washington University, 1997

Navitas:

Executive Director, 2017 – 2019

AdvancED:

Accreditation State Council Member, 2016 - 2017  
External Review Team Lead, 2016 - 2017

DeVry Education Group:

Carrington College, Associate Provost, 2015  
DeVry University, Campus President, 2011 – 2015  
DeVry University, Campus Dean, 2006 - 2011

FLS International:

Vice President of Operations, 1997 - 2006



**RICHARD BLAND COLLEGE  
APPOINTMENT TO FILL VACANCY IN THE  
PROFESSIONAL FACULTY**

A vacancy in the Professional Faculty of Richard Bland College of the College of William & Mary has resulted from a retirement, a vacancy, or a newly created position.

BE IT RESOLVED, That upon the recommendation of the President, the Board of Visitors of the College of William & Mary approves the appointment of the following individual to fill this position:

**MARK JACOBSON**, Director of Accounting and Financial Reporting, effective January 25, 2019:

B.A., Finance, The College of William & Mary, 1990  
A.S., Richard Bland College, 1987

Virginia State University:

Assistant Controller, 2006 – 2019  
Cost Accounting Manager, 2005 – 2006  
Financial Reporting Analyst, 2005

UNICOR Federal Prison Industries:

General Business Manager, 2001 – 2002  
Supervisory Accountant, 1999 – 2002  
Cost Accountant, 1996 – 1999  
Contract Specialist Trainee, 1992 - 1995

Butner Correctional Institute:

Contract Specialist, 1995 - 1996

Peaches Music and Video:

Shipping and Receiving Clerk, 1991 – 1992

Bond True Value Hardware:

Sales Clerk, 1983 - 1990

**WILLIAM & MARY  
RESOLUTIONS**

WILLIAM & MARY  
APPOINTMENTS TO FILL VACANCIES IN THE  
INSTRUCTIONAL FACULTY

Vacancies in the Instructional Faculty of William & Mary have resulted because of resignations, terminations or the approval of additional positions.

BE IT RESOLVED, That upon recommendation of the President, the Board of Visitors of William & Mary approves the appointment of the following individuals to fill these positions effective with the dates listed below.

ADRIAN J. BRAVO, Assistant Professor of Psychological Sciences,  
effective August 10, 2019

B.A., William & Mary, 2012  
M.S. (2014) and Ph.D. (2016), Old Dominion University

University of New Mexico  
Postdoctoral Training, 2016-2018

LORI C. BLAND, Clinical Associate Professor of Curriculum Development  
and Research and Director of Curriculum, effective January 10, 2019

B.A., George Washington University, 1984  
M.Ed. (1990) and Ph.D. (2000), University of Virginia

Gallaudet University  
Consultant, 2017-2018

George Mason University  
Associate Professor, 2012-2017

William & Mary  
Clinical Associate Professor, 2008-2012

Pearson/National Evaluation Systems  
Director, Test Development, 2002-2007

Prince William County Public Schools  
Supervisor of Testing, 1998-2002

WILLIAM & MARY  
APPOINTMENTS TO FILL VACANCIES IN THE  
INSTRUCTIONAL FACULTY

ASHLEY Y. CARPENTER, Clinical Assistant Professor of Education and  
Director of Professional Development and Publications, effective  
February 25, 2019

B.S., Eckerd College, 2002  
M.A, University of South Florida, 2006  
Ph.D., University of Connecticut, 2019

University of Connecticut  
Teaching Assistant, 2017-2018  
Graduate Research Assistant, 2016-2018

SHARAN GREWAL, Assistant Professor of Government, effective August  
10, 2019

B.S., Georgetown University, 2013  
M.A. (2015) and Ph.D. (2018), Princeton University

American Political Science Association  
Visiting Scholar, 2017-2018

IHS Jane's 360  
Consultant, Summer 2016

WILLIAM & MARY  
DESIGNATED PROFESSORSHIPS

The following members of the Instructional Faculty of William & Mary have been recommended for designated professorships.

BE IT RESOLVED, That upon recommendation of the President, the Board of Visitors of William & Mary approves designated professorships for the following members of the Faculty, effective with the 2019-20 academic year:

KVETA E. BENES, James Pinckney Harrison Associate Professor of History

ROWAN LOCKWOOD, Margaret Hamilton Professor of Geology

PHILIP G. ROESSLER, Margaret Hamilton Associate Professor of Government

JAMIE E. SETTLE, David and Carolyn Wakefield Term Distinguished Associate Professor of Government

DOUGLAS D. YOUNG, Cornelia Brackenridge Talbot Term Distinguished Associate Professor of Chemistry

Board of Visitors

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February 6-8, 2019

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WILLIAM & MARY  
FACULTY LEAVES OF ABSENCE

The following faculty members have requested a leave of absence without pay or with partial pay during the 2019-20 academic year for the reasons given.

BE IT RESOLVED, That upon recommendation of the President, the Board of Visitors of William & Mary approves these leaves of absence:

CAREY K. BAGDASSARIAN, Senior Lecturer of Interdisciplinary Studies, to focus on writing and creative activities during the Fall 2019 semester.

S.P. HARISH, Assistant Professor of Government, to accept a fellowship at Princeton University during the Fall 2019 semester.

WILLIAM & MARY  
FACULTY PROMOTIONS

The following members of the Instructional Faculty of William & Mary have been recommended for promotion in academic rank by the appropriate departmental committees and chairs, the appropriate deans, and by the Provost and President.

BE IT RESOLVED, That upon recommendation of the President, the Board of Visitors of William & Mary approves the academic promotion of the following members of the Faculty of the university, effective with the beginning of the 2019-20 academic year:

Research Assistant Professor to Research Associate Professor

Jan R. McDowell, School of Marine Science

Assistant Professor to Associate Professor

Stephanie J. Blackmon, School of Education

Eddie Rice Cole, School of Education

Jozef J. Dudek, Department of Physics

Donglai Gong, School of Marine Science

Monika Gosin, Department of Sociology

Christopher J. Hein, School of Marine Science

Calvin Hui, Department of Modern Languages and Literatures

Chelsey E. Johnson, Department of English

Meredith W. Kier, School of Education

John W. Lopresti, Department of Economics

Kara T. Thompson, Department of English

Associate Professor to Professor

Eric D. Chason, Law School

Thomas J. McSweeney, Law School

James Y. Stern, Law School

WILLIAM & MARY  
AWARD OF ACADEMIC TENURE

The following members of the Instructional Faculty at William & Mary have been recommended for the award of academic tenure by the appropriate departmental committees and chairs, the appropriate deans, and by the Provost and President.

BE IT RESOLVED, That upon recommendation of the President, the Board of Visitors of William & Mary approves the following members of the Faculty be awarded academic tenure, effective with the beginning of the 2019-20 academic year:

Stephanie J. Blackmon, School of Education

Eddie Rice Cole, School of Education

Myriam L. Cotten, Department of Applied Science

Jozef J. Dudek, Department of Physics

Donglai Gong, School of Marine Science

Monika Gosin, Department of Sociology

Christopher J. Hein, School of Marine Science

Calvin Hui, Department of Modern Languages and Literatures

Chelsey E. Johnson, Department of English

Meredith W. Kier, School of Education

John W. Lopresti, Department of Economics

Thomas J. McSweeney, Law School

James Y. Stern, Law School

Kara T. Thompson, Department of English



**WILLIAM & MARY  
RESOLUTION TO APPROVE A BACHELOR OF ARTS PROGRAM IN LINGUISTICS**

WHEREAS, the William & Mary Faculty of Arts & Sciences proposes to offer an undergraduate program that will confer a Bachelor of Arts (B.A.) Degree in Linguistics starting in January 2020; and

WHEREAS, this undergraduate interdisciplinary program has been developed by faculty members in Linguistics, English, Anthropology, Psychological Sciences, Africana Studies, and Modern Languages & Literatures and is supported by the Arts & Sciences senior administration; and

WHEREAS, the proposal has received approval from the Arts & Sciences Educational Policy Committee in November 2018 and the Faculty of Arts & Sciences in December 2018; and

WHEREAS, the demand for employees with technical skills in linguistics and an understanding of cross-cultural differences in communication is growing and this program will prepare students for a broad range of careers and offer students credentials that are highly desirable to employers; and

WHEREAS, this program will utilize the core competencies of existing faculty members in the areas of Linguistics, English, Anthropology, Psychological Sciences, Africana Studies, and Modern Languages & Literatures who have the expertise to teach and shepherd this program successfully;

THEREFORE, BE IT RESOLVED, That upon recommendation of the President and the Provost, the Board of Visitors approves the creation of a Bachelor of Arts in Linguistics program, which will be taught and administered by the Faculty of Arts & Sciences.

BE IT FURTHER RESOLVED, That the university will create this new program in compliance with all requirements of the State Council of Higher Education for Virginia (SCHEV) and the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC).

Board of Visitors  
February 6-8, 2019

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WILLIAM & MARY  
RESOLUTION TO APPROVE A DOCTOR OF JURIDICAL SCIENCE

WHEREAS, the William & Mary Law Faculty proposes to offer a doctoral program that will confer a Doctor of Juridical Science (S.J.D.) Degree starting in August 2019; and

WHEREAS, this doctoral program has been developed by faculty members in the Law School and is supported by the Law School senior administration; and

WHEREAS, the proposal has received approval from the Law Faculty in October 2018; and

WHEREAS, there is growing demand for lawyers who can compete in the global legal market and who are trained in the U.S., this program will provide foreign attorneys who previously obtained a Master of Laws in the U.S. with additional training that will make them more desirable to employers internationally, enrich the globalization of our community with non-U.S. attorney students making the scholarly contribution of a required dissertation, and signal internationally that the William & Mary Law School is as competitive as other institutions around the world that offer this advanced level of legal study; and

WHEREAS, this program will utilize the core competencies of existing faculty members in Law who have the expertise to teach and shepherd this program successfully;

THEREFORE, BE IT RESOLVED, That upon recommendation of the President and the Provost, the Board of Visitors approves the creation of a Doctor of Juridical Science, which will be taught and administered by the Law School Faculty.

BE IT FURTHER RESOLVED, That the university will create this new program in compliance with all requirements of the State Council of Higher Education for Virginia (SCHEV) and the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC).

WILLIAM & MARY  
RETIREMENT OF JOHN W. CONLEE  
DEPARTMENT OF ENGLISH

Professor John W. Conlee received his B.A. from the University of Southern California with a major in English. He earned his M.A. and Ph.D. in English from the University of Illinois. Professor Conlee joined the faculty of William & Mary in 1968 as an Assistant Professor of English. He was promoted to Associate Professor 1972, and to Professor in 1991. He was Director of Graduate Studies in English from 1979-82, and served as Chair of the English Department from 1982-85 and again from 1989-92. He won the Jefferson Teaching Award in 1972, and the Alumni Fellowship Award for Outstanding Teaching in 1985.

Professor Conlee's research focuses on medieval English and Anglo-Saxon literature, especially Arthurian literature and early Celtic narratives. His academic books include scholarly editions of the complete works of fifteenth-century Scottish poet William Dunbar and of the *Prose Merlin*, the first work of Arthurian literature written in English prose, and a critical anthology of Middle English debate poetry. Professor Conlee is also a distinguished and prolific writer of adult and middle-school fiction, including, most recently, *Cataclysm*, *The Brothers Pendragon*, and *Rounding Third*.

Professor Conlee's passion for the medieval world made him a much-beloved and sought-after teacher. His course on early Celtic narrative became something of a cult, and his courses on medieval and Arthurian literature frequently had long waiting lists. In an era when undergraduates frequently express a preference for courses on recent and contemporary literature, Professor Conlee made Middle English the cool place to be. His patience, kindness and sense of humor have endeared him to generations of students as a mentor and adviser. He has taught in numerous study abroad programs, sharing his knowledge and wit with students on both sides of the Atlantic.

Professor Conlee has also served the English department and the university in numerous leadership roles. He chaired the English department for six years in total, and directed graduate studies in the Department for three years. He was also Chair of the university's Study Abroad Committee. He has been a strong voice in campus policy on admissions and athletics, serving on both the Admission Policy Advisory Committee and the Athletics Policy Advisory Committee. He was a Faculty Athletics Representative to the NCAA for ten years. In all these roles, Professor Conlee was valued for his wisdom, shrewdness and experience.

BE IT RESOLVED, That the Board of Visitors acknowledges the retirement of John W. Conlee; expresses its appreciation for his many contributions to William & Mary; and approves, with deep gratitude for his fifty-one years of service, a change in status from Professor of English to Professor of English, Emeritus.

BE IT FURTHER RESOLVED, That this resolution be spread upon the minutes of the Board and a copy of the same be delivered to Professor John W. Conlee with best wishes for continuing and creative work in the years ahead.

WILLIAM & MARY  
RETIREMENT OF WILLIAM J. HAUSMAN  
DEPARTMENT OF ECONOMICS

William J. Hausman received his B.A. in economics from William & Mary in 1971. He earned his Ph.D. in economics from the University of Illinois in 1976, following a semester as a Social Science Research Council fellow at the London School of Economics. His first academic position was as an Assistant Professor at the University of North Carolina, Greensboro. He joined the faculty at William & Mary in 1981 as Associate Professor of Economics, was promoted to Professor 1988, and was made Chancellor Professor in 2001.

Professor Hausman has immensely enjoyed teaching his specialty, economic history – U.S., European, and global. He has taught seminars on the Great Depression, the history of regulatory agencies, and business history. His favorite class, however, which he taught fifty-three times at William & Mary, was introductory statistical analysis, a subject he believes is essential for understanding the modern world.

Professor Hausman was also heavily invested in service and governance activities. He served three times as chair of the Department of Economics. He served two terms on the Faculty Assembly, was President of the Assembly in 2010-11, and was the faculty representative on the Board of Visitors in 2012-14. He chaired the Arts & Sciences Faculty Affairs Committee, served on the Faculty Compensation Board, the Dean's Advisory Council, the Faculty Research Committee, and the Landscape, Environment, and Energy Committee, and many other committees over the years. He was Treasurer of William & Mary's chapter of Phi Beta Kappa for eighteen years. In the professional community, he served for many years as Secretary-Treasurer of the Business History Conference, was president of the organization in 2006-07, and was founding editor of the organization's refereed journal, *Enterprise and Society*.

Professor Hausman has been an active scholar. His research interests and publications have focused broadly on the economic history of energy; more specifically on coal and electricity, both domestic and global; and on the history of business/government relations, particularly regulation. He has published over fifty articles or book chapters, over one hundred book reviews, and has authored, co-authored, or co-edited three books, including *Global Electrification: Multinational Enterprise and International Finance in the History of Light and Power, 1878-2007*, Cambridge UP, 2008 (with Mira Wilkins and Peter Hertner).

At the end of his distinguished academic career, and especially after a 50+ year relationship with William & Mary (as a student, alumnus, and faculty member), the university retains his deep respect and love.

Board of Visitors

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February 6-8, 2019

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BE IT RESOLVED, That the Board of Visitors acknowledges the retirement William J. Hausman; expresses its appreciation for his many contributions to William & Mary; and approves, with deep gratitude for his thirty-eight years of service, a change in status from Chancellor Professor of Economics to Chancellor Professor of Economics, Emeritus.

BE IT FURTHER RESOLVED, That this resolution be spread upon the minutes of the Board and a copy of the same be delivered to Professor William J. Hausman with best wishes for continuing and creative work in the years ahead.



WILLIAM & MARY  
RETIREMENT OF COLLEEN KENNEDY  
DEPARTMENT OF ENGLISH

Professor Colleen Kennedy received her B.A. in English from the University of Texas, San Antonio, and her M.A. and Ph.D. in English from the University of California, Irvine. After two years as a Visiting Assistant Professor of English at William & Mary, Professor Kennedy spent a year at California State University, Northridge, before returning to the university as an Assistant Professor of English and Director of Writing in 1988. She was promoted to Associate Professor in 1994. She won the Alumni Fellowship Award for Outstanding Teaching in 1994, the Jefferson Teaching Award in 1998, and the Shirley Aceto Award for exceptional commitment to excellence in service in 2013.

As an inspiring and accomplished teacher, Professor Kennedy has contributed in numerous ways to the writing program, the English department, and the Program in Film and Media Studies. A scholar of contemporary literature, theory, and film, Professor Kennedy has taught equally successfully at all levels of the curriculum, from first-year writing seminars to advanced research. Beloved as a classroom teacher and as a mentor, Professor Kennedy brings energy, humor and creativity to her teaching. Her interdisciplinary approach has brought dozens of students into the Literary and Cultural Studies (now Film and Media Studies) Program. As the inaugural director of one of the most ambitious joint degree programs in the country – the Joint Degree Programme with St Andrews University in Scotland – Professor Kennedy has pioneered research on institutional strategies and procedures for programs like this one.

Professor Kennedy's contributions to service and administration at the university have been outstanding. Some highlights are: her central role in the curriculum review of the early 1990s, when she helped develop both the freshman seminar requirement and the general education requirements (GERs); her years as Assistant to the President under President Tim Sullivan; her multiple leadership roles on the Faculty Assembly and the reforms she enacted while there; her work over many years on refining the *Faculty Handbook*; and finally, her work as Director of the Joint Degree Programme, an exceptionally difficult and demanding job which Professor Kennedy carried out with vision, thoughtfulness and panache.

Professor Kennedy is an extraordinary colleague and teacher, and in her many roles, her effect on campus and academic life has been transformative.

BE IT RESOLVED, That the Board of Visitors acknowledges the retirement of Colleen Kennedy; expresses its appreciation for her many contributions to William & Mary; and approves, with deep gratitude for her twenty-five years of service, a change in status from Associate Professor of English to Professor of English, Emerita.

BE IT FURTHER RESOLVED, That this resolution be spread upon the minutes of the Board and a copy of the same be delivered to Professor Colleen Kennedy with best wishes for continuing and creative work in the years ahead.

WILLIAM & MARY  
RETIREMENT OF ROSA ALEJANDRA LUKASZEW  
DEPARTMENT OF PHYSICS

Rosa Alejandra "Ale" Lukaszew received her Physical Chemistry Licentiate from the University of Buenos Aires in 1980. From 1980 to 1990, she worked as a Research Scientist with the National Atomic Energy Commission of Argentina. She then began her graduate studies, ultimately earning a Ph.D. in Physics from Wayne State University in 1996. After three years of postdoctoral work at the University of Michigan, she was hired by the University of Toledo as an Assistant Professor in 2001 and was promoted to Associate Professor in 2004. Professor Lukaszew became a Distinguished Virginia Microelectronics Consortium (VMEC) Professor at William & Mary in 2007, first as a member of the Applied Science department and later as a member of the Physics department.

Professor Lukaszew's research is in the area of experimental condensed matter physics, and has focused on thin films and nanoscale science. She has over 90 refereed publications and has given numerous invited talks. Her work has been recognized through a number of significant honors, including her selection as a Senior Member of the Optical Society of America in 2017. Her current service as a Program Manager at the Defense Advanced Research Project Agency (DARPA) is an indication of the importance of her research and her stature in her field.

Professor Lukaszew has shared her scientific insights and her enthusiasm for condensed matter research in her prodigious mentoring of research students. She has mentored a total of 15 graduate students at either the masters or doctoral level, and 25 undergraduate research students, including, but not limited to, senior and honors thesis students. Her research students have benefited from her remarkable talent at acquiring external grant support and other funding, which exceeds \$10 million integrated over her career. A broad cross-section of William & Mary students have benefited from her pedagogical talent at making Physics accessible and exciting for non-majors. To this end, two of her courses are of particular note: her innovative freshman seminar "Physics and Theater," and her contribution to the COLL 100 curriculum, "Scales of the Universe."

Aside from departmental committee assignments, Professor Lukaszew's service to the university has included her membership on an ad hoc committee on Engineering, Design and Innovation (2015-16), and on a Faculty Research Committee (2012-15) that she also chaired; both committees reported directly to the Provost. In the wider community, she served on the VMEC Operations Committee (2007-16) and as the VMEC Scholars Program Chair (2010-11). She has served as a reviewer for several prestigious journals in her field, as well as a panelist and proposal reviewer for the National Science Foundation, the Department of Energy and the Department of Defense.

BE IT RESOLVED, That the Board of Visitors acknowledges the retirement of Rosa Alejandra Lukaszew; expresses its appreciation for her many contributions to William & Mary; and approves, with deep gratitude for her twelve years of service, a change in status from Professor of Physics to Professor of Physics, Emerita.

BE IT FURTHER RESOLVED, That this resolution be spread upon the minutes of the Board and a copy of the same be delivered to Professor Rosa Alejandra Lukaszew with best wishes for continuing and creative work in the years ahead.



WILLIAM & MARY  
RETIREMENT OF JOHN H. OAKLEY  
DEPARTMENT OF CLASSICAL STUDIES

John H. Oakley received his B.A. from Rutgers University with a major in Ancient History with High Distinction. He earned his M.A. in Classics and Ph.D. in Classical Art and Archaeology (joint program between Art History and Classics) from Rutgers University. Professor Oakley joined the faculty of William & Mary in 1980 as an Assistant Professor of Classical Studies. He was promoted to Associate Professor in 1986, and Professor in 1993.

Professor Oakley has served the university community in countless ways. He has been on a number of university and Arts & Sciences committees, including the Acquisitions Committee for the Muscarelle Museum; Educational Policy Committee; Promotion, Retention, and Tenure Committee; Faculty Assembly; Faculty Affairs; and many others. Professor Oakley has also been a highly effective, long-standing member of numerous important committees within the department, including two terms as Chair of the department; Personnel Committee; Faculty Advisor to the Classical Studies Club; Freshman and Concentrator Advisor. In the wider community, Professor Oakley has been a frequent referee for peer-reviewed journals and promotion reviews. He has also organized international conferences and panels for professional organizations on aspects of Greek art. In addition, he has been active with the Archaeological Institute of America as a member of the advisory board as well as on several committees.

As a scholar, Professor Oakley's research interests and publications have focused on Greek art and archaeology. He has had a significant impact on his research field. His essay on the Achilles Painter is featured on the Perseus Project, a major digital resource for students and scholars of Classical Studies. He has organized many international conferences on vase painting, and has published an impressive number of handbooks, exhibit guides, articles, and book chapters. In addition, he has written nearly forty reviews of books on Greek art, which speaks strongly to the fact that Professor Oakley is a widely-recognized and highly respected voice in his field of research.

The major focus of Professor Oakley's career, however, has been on our students. His passion for teaching has remained undiminished over time. His deep commitment to our teaching mission at the university has been an inspiration to us all. Through his dedication to excellence, Professor Oakley has developed generations of informed, thoughtful citizens in his many, diverse courses. His course on Greek Vase Painting, in particular, has been a perennial favorite; and he utilized the talents of his students in that course to help prepare for the Muscarelle Museum exhibit on "Greek Vases in Early America." The students wrote many of the informational cards for the artifacts on display.

Another hallmark of Professor Oakley is his exceptionally effective out-of-class mentoring. Colleagues and students alike place great value on their interactions with Professor Oakley and have been deeply affected by his keen intellect and wisdom, his understanding, and his compassion. Professor Oakley is never too busy to discuss his own work or help those of us who are not experts in Greek art understand the finer points as the need might arise for classroom use or even publication. When alumni return for homecoming, they regale the newer faculty with their own fond memories of their classes with Professor Oakley. His students have remarked on his tips for improving confidence and skill in the Greek language, his impressive in-depth command of the ancient world and its culture, and his approachability and compassion. In the words of one his students: "It has been a joy to work with Professor Oakley for Greek. He is both an impressive scholar and a lovely person."

BE IT RESOLVED, That the Board of Visitors acknowledges the retirement of John H. Oakley; expresses its appreciation for his many contributions to William & Mary; and approves, with deep gratitude for his thirty-nine years of service, a change in status from Professor of Classical Studies to Professor of Classical Studies, Emeritus.

BE IT FURTHER RESOLVED, That this resolution be spread upon the minutes of the Board and a copy of the same be delivered to Professor John H. Oakley with best wishes for continuing and creative work in the years ahead.

WILLIAM & MARY  
RETIREMENT OF MARC LEE RAPHAEL  
DEPARTMENT OF RELIGIOUS STUDIES

Marc Lee Raphael received his B.A. from the University of California, Los Angeles, where he was a member of the freshman basketball team that would go on to win the NCAA championship under John Wooden. He earned his Master's from Hebrew Union College in Cincinnati and his Ph.D. from UCLA. He began his fifty-year teaching career at the Hebrew Union College's Los Angeles campus while still a graduate student at UCLA. He taught for twenty years at The Ohio State University, where he mentored several students through their Ph.D. Professor Raphael joined the faculty of William & Mary in 1989 as the Nathan and Sophia Gumenick Chair of Judaic Studies. He chaired the Religious Studies department for twelve years and created the interdisciplinary program in Judaic Studies, which he has directed continuously since its inception. He was a visiting professor at the University of Oxford, Brown University, and Case Western Reserve University.

Professor Raphael ranks among the world's leading authorities in Judaic Studies, particularly the history of Judaism in America. His groundbreaking methodology that produced (in 1979) *Jews and Judaism in a Midwestern Community: Columbus, Ohio 1840-1975* steered the field into close considerations of lived Judaism in the United States, utilizing archival sources. These same concerns drove *Towards a "National Shrine": A Centennial History of Washington Hebrew Congregation 1855-1955* (2005). Professor Raphael's work gained further reach with *Profiles in American Judaism* (1988), the magisterial *Judaism in America* (2003), and *The Synagogue in America* (2011), cementing his reputation as the major figure in his field. Professor Raphael has additionally edited several scholarly volumes, most notably, *The Columbia History of Jews and Judaism in America* (2009). He shaped the direction of the field by editing *American Jewish History*, the premier journal in the field, for twenty years. His scholarship has been recognized with a National Endowment for the Humanities fellowship, an American Council of Learned Societies fellowship, and a Senior Guggenheim fellowship.

In constructing and leading William & Mary's program in Judaic Studies, Professor Raphael established strong relationships with Jewish communities, leading both to academic exchanges with local rabbis and synagogues and prolific fundraising. He raised millions of dollars to provide Judaic Studies with a firm foundation; indeed, he wrote the book on fundraising (*Understanding American Jewish Philanthropy*, 1979).

In his thirty years at William & Mary, Professor Raphael taught two dozen courses, ranging from an introduction to Judaism to upper level courses in Jewish scripture and mysticism and the poetry of Leonard Cohen. He guided generations of students and built relationships that span decades. Indeed, one of his former W&M students is now a member of our faculty.

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Colleagues and students alike will miss Professor Raphael; they join us on this occasion to celebrate his accomplishments.

**BE IT RESOLVED**, That the Board of Visitors acknowledges the retirement of Marc Lee Raphael; expresses its appreciation for his many contributions to William & Mary; and approves, with deep gratitude for his thirty years of service, a change in status from Professor of Religious Studies to Professor of Religious Studies, Emeritus.

**BE IT FURTHER RESOLVED**, That this resolution be spread upon the minutes of the Board and a copy of the same be delivered to Professor Marc Lee Raphael with best wishes for continuing and creative work in the years ahead.

WILLIAM & MARY  
RETIREMENT OF GEORGE T. RUBLEIN  
DEPARTMENT OF MATHEMATICS

George T. Rublein received his B.S. from Saint Mary's University at San Antonio, Texas with a major in Physics. He earned his M.S. in physics and Ph.D. in mathematics from the University of Illinois at Urbana-Champaign. He joined the faculty of William & Mary in 1966 as an Associate Professor of Mathematics, after three years as an Assistant Professor at Purdue University.

In his 53 years of service to the university, Professor Rublein has served the university community in countless ways. He has been on a number of university and Arts & Sciences committees, including the Faculty Assembly (Vice President in 1995-96, President in 1996-97), Faculty Affairs Committee, Secretary to the Faculty of Art & Sciences, Nominations and Elections Committee, Strategic Planning Committee, GER-1 Working Group, and Budget Policy Advisory Committee. He was the director of the Applied Science program when its Ph.D. program in computer science was approved by SCHEV. He was the Chair of the Department of Mathematics from 1992-98 and 2012-18. During his first tenure as chair, he completed the transformation of the department from a teaching unit to a department strong in both research and teaching.

Professor Rublein taught a wide variety of courses, including the Mathematics of Powered Flight, an innovative course for non-math students, and his textbook for the course "Fear of Flying by the Numbers" (Pearson, 2009) is now in its fourth edition. Much of the work on that book was accomplished while he was an ASEE fellow at the NASA Langley Research Center in Hampton. He has led several mathematics educational initiatives for school teachers in Virginia, frequently working with faculty in the School of Education. He introduced chemistry applications into the university's beginning calculus courses. His research in mathematics education has been supported by several external grants from the NSF Course and Curriculum Development awards, and SCHEV Eisenhower awards. He currently continues work with staff of the Virginia Department of Education in development of the K-12 program in mathematics and science for students in Virginia.

BE IT RESOLVED, That the Board of Visitors acknowledges the retirement of George T. Rublein; expresses its appreciation for his many contributions to William & Mary; and approves, with deep gratitude for his fifty-three years of service, a change in status from Associate Professor of Mathematics to Professor of Mathematics, Emeritus.

BE IT FURTHER RESOLVED, That this resolution be spread upon the minutes of the Board and a copy of the same be delivered to Professor George T. Rublein with best wishes for continuing and creative work in the years ahead.



WILLIAM & MARY  
RETIREMENT OF NANCY J. SCHOENBERGER  
DEPARTMENT OF ENGLISH

Professor Nancy J. Schoenberger received her B.A. and M.A. in English literature from Louisiana State University. She earned her M.F.A. in Creative Writing (Poetry) at Columbia University. She joined the faculty of William & Mary in 1989 as the Writer in Residence. Subsequently, she became an Assistant Professor at the university, was promoted to Associate Professor in 1998, and to Professor in 2006. She has directed the Creative Writing Program since 2007. She received an Alumni Fellowship Award for outstanding teaching in 1998, and a Plumeri Award for Faculty Excellence in 2014.

Professor Schoenberger is a prolific and award-winning poet, as well as author of six biographies, four co-authored with Sam Kashner. Her books – many of them focused on Hollywood and other celebrities – tell the life stories of subjects as disparate as Oscar Levant and Caroline Blackwood. Her riveting accounts of partnerships (*Furious Love*, about Elizabeth Taylor and Richard Burton; *Wayne and Ford*, about John Wayne and John Ford, and most recently, *The Fabulous Bouvier Sisters*, about Jackie Kennedy Onassis and Lee Radziwill), were acclaimed by critics and eagerly devoured by readers: *Furious Love* and *The Fabulous Bouvier Sisters* both spent time on the *New York Times* bestseller list. Professor Schoenberger's collections of poetry, *The Taxidermist's Daughter*, *Girl on a White Porch*, and *Long Like a River* have enchanted their readers and garnered numerous prizes, including the Devins Award and the New York Poetry Prize.

Creative writing at William & Mary would be unimaginable without the contributions of Professor Schoenberger. Since her arrival as Writer in Residence in 1989, she has patiently and painstakingly built a flourishing program from scratch, developing courses, hiring faculty, and in 2013, establishing a Creative Writing minor. Professor Schoenberger's poetry, screenwriting, and nonfiction workshops have nourished and inspired generations of young writers, many of whom found their professional voices under her expert tutelage. Early in her career, Professor Schoenberger was also instrumental in reviving the annual Writers' Festival, raising money and eventually helping to secure permanent funding. Now known as the Patrick Hayes Writers' Festival, the fund supports bringing writers as eminent as Lorrie Moore and Sharon Olds to campus to work with undergraduate writers and give readings to the community.

BE IT RESOLVED, That the Board of Visitors acknowledges the retirement of Nancy J. Schoenberger; expresses its appreciation for her many contributions to William & Mary; and approves, with deep gratitude for her thirty years of service, a change in status from Professor of English to Professor of English, Emerita.

BE IT FURTHER RESOLVED, That this resolution be spread upon the minutes of the Board and a copy of the same be delivered to Professor Nancy J. Schoenberger with best wishes for continuing and creative work in the years ahead.

WILLIAM & MARY  
RETIREMENT OF JOEL D. SCHWARTZ  
DEPARTMENT OF GOVERNMENT

Joel D. Schwartz received his B.A. from the University of California, Berkeley with a major in political science. He continued at Berkeley studying political science and earned his M.A. and then his Ph.D. in 1978. Professor Schwartz joined the faculty of William & Mary in 1981 as an Assistant Professor of Government. He was promoted to Associate Professor in 1987, and Professor in 2007.

Professor Schwartz has embodied the role of scholar-teacher during his time at William & Mary, serving as a model to others for how research and teaching can mutually reinforce one another. His work has focused on democratic theory, civic engagement, and the important role that informed deliberation, by elites and the masses, can play in helping keep democracies strong. He has engaged scholars and his students on those topics with publications in elite outlets in political science, in the seminars and other courses he has offered, and in his mentoring of students conducting honors research and other independent research projects. Professor Schwartz's tremendous work has earned him many accolades including the Thomas Jefferson Teaching Award in 1985, and the distinguished Thomas Jefferson Award in 2006. In 2018, he was named an honorary alumnus of William & Mary.

The major focus of Professor Schwartz's career, however, has been as a provider of public goods that have benefited students and faculty across the university, especially in Arts & Sciences. As Dean of Honors and Interdisciplinary Studies and as Director of the Charles Center, Professor Schwartz led many efforts to build institutions, and to raise money via grant-writing, that dramatically expanded opportunities for undergraduates to conduct original research and learn via rich, rigorous experiences inside and outside the classroom.

For faculty, his work helped support innovations in classroom teaching, via seminars and public panels sponsored by the University Teaching Project. His efforts also helped launch and support interdisciplinary programs, generated by the pedagogical interests of William & Mary professors, many of which have become some of the most popular programs of study on campus. Across the years, his efforts in helping William & Mary secure ongoing support from the Mellon Foundation and other sources has helped expand course offerings for our students by bringing new scholars to campus as one-time guests or postdoctoral fellows who, in some cases, became permanent members of our faculty.

In all, students, faculty, and administrators who know Professor Schwartz describe him as an institution builder, a creative problem solver, and a risk taker who never shied away from opportunities to push the boundaries of the possible at William & Mary. They all will remember the many times that they puzzled over a vexing scholarly, pedagogical, or administrative problem and then reached a solution that was either directly or indirectly informed by a conversation or other interaction with Professor Schwartz. Anyone aspiring to give advice to a colleague about how to meet a pressing challenge never would steer a colleague wrong by offering a simple, two-word suggestion: "Ask Joel."

BE IT RESOLVED, That the Board of Visitors acknowledges the retirement of Joel D. Schwartz; expresses its appreciation for his many contributions to William & Mary; and approves, with deep gratitude for his thirty-eight years of service, a change in status from Professor of Government to Professor of Government, Emeritus.

BE IT FURTHER RESOLVED, That this resolution be spread upon the minutes of the Board and a copy of the same be delivered to Professor Joel D. Schwartz with best wishes for continuing and creative work in the years ahead.



WILLIAM & MARY  
RETIREMENT OF YANFANG TANG  
DEPARTMENT OF MODERN LANGUAGES AND LITERATURES

Yanfang Tang received her B.A. from Hebei Teachers University in China with a major in English Language and Literature. She earned her M.A. and Ph.D. in Chinese Language and Literature from The Ohio State University. Professor Tang joined the faculty of William & Mary in 1994 as an Assistant Professor of Modern Languages and Literatures. She was promoted to Associate Professor in 1999, and to Professor in 2015.

It would be impossible to summarize all Professor Tang has contributed to the university community over the last quarter century. She was the driving force behind the creation of the Chinese minor and major, served as the Chinese Program Director almost without interruption since receiving tenure, and led the summer study abroad program in Beijing nine times, beginning in 2000. She also led the effort behind the successful installation of a Confucius Institute at William & Mary. And she did all this while regularly chairing or serving on departmental hiring, policy, and personnel review committees. Beyond the department, she served on numerous university-wide committees pertaining to internationalization, worked with various units across campus to facilitate the integration of admitted Chinese students, and collaborated with interdisciplinary programs like East-Asian Studies, Women's Studies, and Asian & Middle Eastern Studies. Her service to the wider community includes lectures and workshops on China and Chinese culture for K-12 schools and businesses in greater Williamsburg.

Remarkably, through all of the professional service, program-building and curricular development, she remained extremely active in her field of specialization, publishing an article almost every year, and writing one of the premiere textbooks in Chinese Language and Culture: *Advanced Chinese: Intention, Strategy, and Communication* (Yale University Press, 2004). Lead author of the forthcoming *Acting Chinese: An Intermediate-Advanced Course in Chinese Discourse and Behavioral Culture* (Routledge, 2019), she is currently working on another manuscript: *Meaning without Words: Mind and Methods of Traditional Chinese Poetry*. Widely respected in the field, she has served on several editorial boards and has reviewed manuscripts for some of the most prestigious scholarly journals and presses.

A deeply committed scholar-teacher, Professor Tang has made a difference not only in the professional development of the many junior faculty members she has mentored but also in countless students' lives. Her deep investment in her students has been the force behind the program's dramatic growth over the last two decades. Her efforts in this area were recognized in 2013 with the Phi Beta Kappa Faculty Award for Teaching Excellence. In 2016, Professor Tang was named Chancellor Professor of Chinese Studies. She will be sorely missed.

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BE IT RESOLVED, That the Board of Visitors acknowledges the retirement of Yanfang Tang; expresses its appreciation for her many contributions to William & Mary; and approves, with deep gratitude for her twenty-five years of service, a change in status from Chancellor Professor of Modern Languages and Literatures to Chancellor Professor of Modern Languages and Literatures, Emerita.

BE IT FURTHER RESOLVED, That this resolution be spread upon the minutes of the Board and a copy of the same be delivered to Professor Yanfang Tang with best wishes for continuing and creative work in the years ahead.

WILLIAM & MARY  
RETIREMENT OF SUSAN VERDI WEBSTER  
DEPARTMENT OF ART & ART HISTORY

Susan Verdi Webster received her B.A. in Art History from Reed College, her M.A. in Art History from Williams College, and her Ph.D. in Art History from the University of Texas at Austin. Professor Webster joined the faculty of William & Mary in 2008 as the Jane W. Mahoney Professor of Art & Art History and American Studies.

An internationally recognized scholar, Professor Webster's expertise spans early modern Iberian, colonial Latin American, and Pre-Columbian art and visual culture. During her time at William & Mary, she has produced a distinguished record of field-shaping scholarship both in English and Spanish. Her devotion to academic excellence has been recognized through numerous prestigious grants and awards, including Guggenheim, Fulbright, and National Humanities Center Fellowships. Professor Webster's most recent monograph *Lettered Artists and the Languages of Empire* (University of Texas Press, 2017) has been praised as "a gift to the scholarly community," "a premier English-language resource," and "a model historical study" for "the tremendous time, skill, labor, and deep knowledge that only a dedicated, mature scholar could ever accomplish."

Professor Webster has served the university community in countless ways. Her leadership and vital service on the most demanding committees—including Retention, Promotion, and Tenure, and Personnel in both Art & Art History and American Studies—and as Director of Latin American Studies, importantly advanced the mission of Arts & Sciences and the university. Professor Webster's ethical commitment to diversity and inclusion in all aspects of higher education, especially in curriculum planning and faculty hiring, has helped transform the American Studies Program and the Department of Art & Art History into a community that welcomes global perspectives and people of all backgrounds.

A major hallmark of Professor Webster's career is her unwavering dedication to the development of students, both undergraduate and graduate, and her exceptionally effective out-of-class mentoring. Her popular courses on *Art of the Andes*, *Art and Architecture of Colonial Latin America*, and *Collecting the New World* have integrated teaching excellence with scholarly inquiry, paving the way for extraordinary research opportunities, from curating exhibitions at the Muscarelle Museum to archival research trips to Quito, Ecuador. Colleagues and students alike place great value on their interactions with Professor Webster and have been deeply impacted by her keen intellect and wisdom, her understanding, and her compassion.

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BE IT RESOLVED, That the Board of Visitors acknowledges the retirement of Susan Verdi Webster; expresses its appreciation for her many contributions to William & Mary; and approves, with deep gratitude for her eleven years of service, a change in status from Professor of Art & Art History to Professor of Art & Art History, Emerita.

BE IT FURTHER RESOLVED, That this resolution be spread upon the minutes of the Board and a copy of the same be delivered to Professor Susan Verdi Webster with best wishes for continuing and creative work in the years ahead.

WILLIAM & MARY  
RETIREMENT OF SHARON L. ZUBER  
DEPARTMENT OF ENGLISH

Lecturer Sharon L. Zuber received her A.B. from Franklin College in Literature and Philosophy, and her M.A. in English literature from Butler University. She earned her Ph.D. in American Studies at William & Mary. Dr. Zuber joined the faculty of William & Mary in 1986 as an instructor. In 1994, she was appointed Director of the Writing Resources Center and Lecturer of English and Literary, Cultural and Film Studies. In 2004, she became a Visiting Assistant Professor, and she was promoted to Senior Lecturer in 2014. She received the Jefferson Award in 2017 and the Shirley Aceto Award in 2018; and she was a founding member of the Virginia Writing Center Association.

Dr. Zuber has been an extraordinary teacher and mentor to generations of students. In addition to teaching writing courses, literature courses, and courses in documentary film production, She has trained hundreds of student peer tutors to work at the Writing Resources Center, which she has directed for nearly twenty-five years. Students have responded with awe and admiration to her dedication, her kindness and the depth of her knowledge across a whole range of fields. Dr. Zuber has also trained dozens of faculty to teach freshman seminars, offering May seminars year after year that are designed to speak to all her colleagues – including those in less writing-intensive disciplines – and inspire them to teach writing in the most rigorous and effective way.

Dr. Zuber's collaborative research with a series of professors and students in disciplines as far from her own as biology, environmental science, and chemistry has garnered substantial grant support from institutions including the Mellon Foundation and the Virginia Foundation for the Humanities. Her video productions – nine in all – were almost all made in collaboration with undergraduates. Her celebrated documentary, *They Live in Guinea* (1996), tells the story of the impact of modernization on the traditional fishing community of Guinea Neck on the Chesapeake Bay. It was an official selection for the Virginia Film Festival, and earned multiple awards. Dr. Zuber has been a productive scholar in more traditional academic genres also, publishing an edited collection of essays in 2011, and a number of articles in peer-edited journals.

Dr. Zuber's achievements as a teacher, scholar and mentor have shaped the way we teach writing and film production at the university. She has been a model for all faculty who aspire to collaborative work, and her impressive range of skills has been an inspiration as the university shifts its curricular and research emphasis to interdisciplinary work.

BE IT RESOLVED, That the Board of Visitors acknowledges the retirement of Sharon L. Zuber; expresses its appreciation for her many contributions to William & Mary; and approves, with deep gratitude for her thirty-three years of service, a change in status from Senior Lecturer of English to Senior Lecturer of English, Emerita.

BE IT FURTHER RESOLVED, That this resolution be spread upon the minutes of the Board and a copy of the same be delivered to Dr. Sharon L. Zuber with best wishes for continuing and creative work in the years ahead.



**WILLIAM & MARY  
CASH MANAGEMENT INVESTMENT POLICY**

The Cash Management Investment Policy applies to the investment of operating funds belonging to the College of William & Mary and under the control of the College's appointed Board of Visitors. Under the Restructured Higher Education Financial and Administrative Operations Act, Chapter 10 Article 4 (~~§23-38.105~~ 23.1-1013) of Title 23 of the Code of Virginia, the College, as a covered institution "may invest its operating funds in any obligations or securities that are considered legal investments for public funds in accordance with Chapter 45 (§2.2-4500 et seq.) of Title 2.2. Such institution's governing board shall adopt written investment guidelines that provide that such investments shall be made solely in the interest of the covered institution and shall be undertaken with the care, skill, prudence, and diligence under the circumstances then prevailing that a prudent person acting in a like capacity and familiar with such matters would use in the conduct of an enterprise of a like character and with like aims."

The College's operating funds and balances consist of tuition and fee revenue, expendable gift monies, endowment income, earned interest from investments, grants and sponsored research, rental income from owned properties, income received from external trusts, interest and dividends received on gifted securities, cash balances that reside in College auxiliary accounts and agency accounts, and generally any revenue received by the College of William & Mary that is deemed not to be state money and therefore subject to other mandatory depository restrictions of the State of Virginia. These institutionally ("locally") controlled operating funds are the basis of working capital from which the annual private fund and auxiliary budgets are constructed and they remain invested in short and intermediate term investments until such time as expenditures are drawn. Based on cyclical patterns of when revenue is received and funds subsequently disbursed, the invested balance of operating funds fluctuates monthly within a range between approximately \$60 million and \$125 million.

The Board of Visitors last reviewed its policy on cash management at its meeting on February 3-5, 2016. It is the practice of the College to review at least every three years this policy and its guidelines to ensure that the authorizations contained herein are in keeping with the current thinking of the Board of Visitors.

All short term and intermediate term investments as disclosed in this policy are currently managed by SunTrust Bank (and its appointed sub-advisory institutions), the depository institution used by the College. Proposed amendments herein have been reviewed and endorsed by investment management professionals at SunTrust and its assigns. If the College were to use different service providers for cash management, these same investment guidelines would apply.

**RESOLVED**, That the Board of Visitors of the College of William & Mary in Virginia approves the amended guidelines as the Cash Management Investment Policy for institutional funds belonging to the College of William & Mary, superseding any existing policy under the same name.

The Board of Visitors of  
The College of William & Mary

Cash Management Investment Policy

Purpose and Scope

The purpose of this Cash Management Investment Policy is to articulate the investment and operational guidelines and authorizations for the non-general operating cash balances and reserves, referred to as local or private funds, under the control and oversight of the Board of Visitors. This policy is crafted to adopt best practices in the prudent management of short and intermediate-term investments, complying with laws and regulations applicable to qualified public entities in Virginia. Accordingly, this policy does not cover the College's investment of long-term or endowment assets, general funds managed on behalf of the Commonwealth, proceeds from tax-exempt bond issues, or guidelines in the procurement of banking services. Except for cash in certain legally restricted and special accounts, the College shall consolidate cash and reserve balances to optimize College-wide liquidity management, maximize its investment earnings potential, and to increase efficiencies in the cost of investment management.

Statement of Objectives

- To ensure the safety of funds held in the short-term and intermediate investment portfolio.
- To maximize investment return within the constraints of safety of principal and of maintaining sufficient liquidity to meet all operating needs and obligations that may be reasonably anticipated.

Governing Authority: Laws and Regulations

This Cash Management Investment Policy shall be governed by existing law and regulations that apply to the investment of public funds, specifically the *Virginia Security for Public Deposits Act*, Chapter 44 (§2.2-4400 et seq.) of Title 2.2 of the Code of Virginia, as amended; the *Investment of Public Funds Act*, Chapter 45 (§2.2-4500 et seq.) of Title 2.2 of the Code of Virginia, as amended; the *Uniform Prudent Management of Institutional Funds Act*, Chapter 11, (§64.2-1100 et seq.) of Title 64.2 of the Code of Virginia, as amended; and Chapter 5-~~(§23-44.1)~~ 28 (§23.1-2803) of Title 23.1 of the Code of Virginia, as amended, concerning the College's investment of endowment income, gifts, standards of care, liability, and exemption from the Virginia Public Procurement Act. Further authority as it relates to the investment of operating fund reserves and balances of or held by the College is delegated to the Board of Visitors in a certain Management Agreement dated March 30, 2009, by and between the Commonwealth of Virginia and the Rector and Board of Visitors of the College of William & Mary, pursuant to the Restructured Higher Education Financial and Administrative Operations Act of 2005. Delegated authority to restructured institutions is further addressed by the General Assembly in §4-9.03



Level III Authority of the 2014-16 Appropriations Act passed on June 23, 2014: "The Management Agreements negotiated by the institutions contained in Chapters 675 and 685 Acts of the Assembly shall continue in effect unless the Governor, General Assembly, or the institutions determine that the Management Agreements need to be renegotiated or revised."

### Standards of Care

The College will have the option to manage its non-general short and intermediate term operating cash reserves internally, only when necessary and feasible, and/or preferably through the exercised care of professional investment managers.

The College shall rely on the "prudent person" standard in the exercised care of its investments. Accordingly, as stated in the *Investment of Public Funds Act*, Chapter 45 (§2.2-4514 et seq.) of Title 2.2 of the Code of Virginia, investments shall be made "with the care, skill, prudence, and diligence under the circumstances then prevailing that a prudent person acting in a like capacity and familiar with such matters would use in the conduct of an enterprise of a like character and with like aims." College employees and officials who exercise proper due diligence in following this investment policy according to the "prudent person" standard shall be relieved of personal responsibility for an individual security's credit risk or market price changes. When investments are made in conformity with *Investment of Public Funds Act*, Chapter 45 of the Code of Virginia, §2.2-4516 states that "no treasurer or public depositor shall be liable for any loss therefrom in the absence of negligence, malfeasance, misfeasance, or nonfeasance on his part or on the part of his assistants or employees." Furthermore, when deposits are made in conformity with the *Virginia Security for Public Deposits Act*, Chapter 44 of the Code of Virginia, §2.2-4410 states that "no official of a public depositor shall be personally liable for any loss resulting from the default or insolvency of any qualified public depository in the absence of negligence, malfeasance, misfeasance, or nonfeasance on his part or on the part of his agents."

Members of William & Mary community are required to adhere to a Code of Ethics which was passed by the Board of Visitors on April 17, 2009. College personnel involved with the investment of funds shall be governed by these ethical guidelines and furthermore shall take meaningful effort to refrain from actions or activities that would have the appearance of violating the nature and intent of the College's standards of ethical behavior.

Upon retention, external managers will be given a copy of this Cash Management Investment Policy and shall be required to maintain compliance with all directives stated herein. External managers shall be required to have a Code of Ethics or similar governing rules of ethical behavior that shall be disclosed to the College prior to their formal engagement. Failure to maintain compliance with these governances may result in dismissal and other potential measures of recourse.

### Approved Investments

- U.S. Treasury Bills
- U.S. Treasury Notes and Bonds
- U.S. Federal Agency Obligations (including mortgage backed securities)

- Money market mutual funds (no-load open-ended investment funds) which invest in U.S. Treasury Bills, Notes, Bonds, Federal Agency Obligations, and high quality Corporate Obligations, provided such funds are registered under the Federal Investment Company Act of 1940 and rated at least "AAm" or the equivalent by a Nationally Recognized Statistical Rating Organization ("NRSRO") and properly registered for sale in Virginia under Chapter 5 of Title 13.1 ("the Securities Act") ~~the Securities Act (§13.1-501 et seq.)~~ of the Code of Virginia. Money market funds must comply with the diversification, quality, and maturity requirements of Rule 2a-7, or any successor rule, under the Federal Investment Company Act of 1940, provided the investments of such funds are restricted to investments otherwise permitted by the Code of Virginia.
- Bond mutual funds, commingled investment funds, and bank common trust funds (all classified as no-load open or closed-ended investment funds) which invest in high quality government (USD-denominated securities) and high quality corporate obligations. Funds must have an average effective maturity no longer than 5 years and an average portfolio duration no longer than 2 years. The average credit quality for a fund will carry a rating of "A" or better by two rating agencies, one of which shall be either Moody's Investors Service, Inc., or Standard & Poor's, Inc. Funds must be registered under the Federal Investment Company Act of 1940 and be properly registered for sale in Virginia under the Securities Act (§13.1-501 et seq.) of the Code of Virginia. Investments in these funds are restricted to investments otherwise permitted by the Code of Virginia for qualified public entities.
- Bankers' Acceptances that are issued by domestic banks or domestic offices of foreign banks (in USD), which are eligible for purchase by the Federal Reserve System with a maturity of 180 days or less. The issuing corporation, or its guarantor, must have a short-term debt rating of no less than "A-1" (or its equivalent) by at least two NRSROs. The amount invested in any single bank will not exceed 5% of the total funds available for investment (based on book value on the date of acquisition).
- "Prime quality" Commercial Paper with a maturity of 270 days or less and a short-term debt rating of no less than "A-1" (or its equivalent) by at least two of the NRSROs at time of purchase. Issuing corporations must be organized and operating under the laws of the United States or any state thereof and have a minimum net worth of \$50 million. The net income of the issuing corporation, or its guarantor, must have averaged at least \$3 million per year for the previous five years. All existing senior bonded indebtedness of the issuer, or its guarantor, must be rated "A" or better by at least two NRSROs.
- High quality corporate notes and obligations rated at least "A" by Moody's Investors Service, Inc., and rated at least "A" by Standard & Poor's, Inc., and a maturity of no more than five years (as allowed by the Code of Virginia).
- High quality asset-backed securities with a maximum average life of 3 years a ~~duration of no more than five years (as allowed by the Code of Virginia)~~ and a

rating of no less than "AAA" by two NRSROs, one of which must be either Standard & Poor's, Inc. or Moody's Investors Service, Inc.

- Negotiable Certificates of Deposit and Negotiable Bank Deposit Notes of domestic banks and domestic offices of foreign banks, lawfully authorized to do business in Virginia, with a rating of at least "A-1" by Standard & Poor's, Inc. and "P-1" by Moody's Investors Service, Inc., for maturities of one year or less, and a rating of at least "AA" by Standard & Poor's, Inc. and "Aa" by Moody's Investors Service, Inc., for maturities over one year and not exceeding five years. Negotiable Certificates of Deposit and Negotiable Bank Deposit Notes with any institution other than the College's primary depository shall not exceed levels of provided insurance by the Federal Deposit Insurance Corporation.
- Time Deposits in any federally insured bank or savings institution that is qualified by the Virginia Treasury Board to accept public deposits. Deposits in any such institutions shall be at levels whereby the College's money shall remain fully insured by the Federal Deposit Insurance Corporation (or collateralized in full with U.S. Government or agency securities by the College's primary depository as assets belonging to a public entity covered under the *Virginia Security for Public Deposits Act*, Chapter 44 (§2.2-4400 et seq.) of Title 2.2 of the Code of Virginia).
- Investment in overnight repurchase agreements. Certain conditions for investment shall apply:
  - When investments are made in overnight repurchase agreements, the College will require that its investments be 102% collateralized by U.S. Treasury and Agency obligations, and that this collateral be delivered to the College's custodian bank and identified according to Uniform Commercial Code book entry procedures on the custodian's books as property belonging to the College of William & Mary;
  - A master repurchase agreement or specific written repurchase agreement shall govern the transaction;
  - The securities are free and clear of any lien;
  - Qualified counterparties must be either member banks of the Federal Reserve System having total assets of more than \$10 billion and that are among the 50 largest commercial banks in the U.S.; or, non-bank dealers ~~who~~ that are designated by the Federal Reserve Bank of New York as primary dealers in government securities and report daily to the Federal Reserve Bank of New York;
  - The counterparty must have a long-term credit rating of at least "AA" or the equivalent from an NRSRO, a short-term credit rating of at least "A-1" or the equivalent from an NRSRO, been in business for at least 5 years, and be reputedly known among market participants.
- State and Municipal Obligations consisting of bonds, notes, and other general obligations of any state or municipal authority organized within the United States upon which there has been no default and having a rating of at least "AA" by

Standard & Poor's, Inc., and "Aa" by Moody's Investors Service, Inc., and maturing within two years of the date of purchase. Purchase of State and Municipal Obligations must comply with guidelines and restrictions found in the Code of Virginia.

- Local Government Investment Pool (LGIP). This highly diversified money market fund, administered by the Treasury Board of the Commonwealth of Virginia, referenced in Chapter 46 (§2.2-4600 et seq.) of Title 2.2 of the Code of Virginia (*Local Government Investment Pool Act*), offers public entities in Virginia a convenient and cost effective means to invest short-term monies adhering to all investment guidelines required by the Code of Virginia. The LGIP is rated "AAAm" by Standard & Poor's, Inc. (as of ~~June 30, 2015~~ September 26, 2018) and must be rated "AAm" by Standard & Poor's, Inc. for the College's investment purposes.

#### Diversification of Approved Investments

The maximum allowable percentage of the College's short-term portfolio permitted in each single asset category is as follows along with the maximum limits allowed in the Code of Virginia:

	<u>CWM</u>	<u>Code VA</u>
- U.S. Government securities and its agencies	100%	100%
- Repurchase Agreements with Required U.S. Gov't Collateral	100%	100%
- Money Market Mutual Funds (100% U.S. Gov't & Agencies)	100%	100%
- Money Market Mutual Funds (Diversified)	35%	100%
- Commingled Investment Funds or Bank Common Trust Funds	50%	100%
- Bond Mutual Funds (100% U.S. Gov't & Agency Obligations)	100%	100%
- Bond Mutual Funds (Diversified)	50%	100%
- "Prime Quality" Commercial Paper (A-1 P1)	35%	35%
- High quality Corporate Debt (A ratings by Moody's and S&P)	50%	100%
- Bankers' Acceptances	35%	100%
- Certificates of Deposit and Bank Deposit Notes	35%	100%
- Insured and/or collateralized bank deposits	50%	100%
- Asset-backed securities	35%	100%
- State and Municipal Obligations	20%	100%
- State run LGIP	100%	100%

Prohibited Investments

Without the expressed consent of the Board of Visitors, evidenced by signatory authorization from the Senior Vice President for Finance and Administration, the following investments are prohibited:

- Floating rate notes with maturities under two years that have any embedded leverage or option ability (e.g., caps, floors, multiple reset features, etc.), however, U.S. Agency adjustable rate mortgage backed securities (ARMs) are permitted investments.
- Floating rate notes with maturities over two years
- Structured notes
- Swaps
- Other derivatives
- High Yield and Distressed Debt
- Reverse repurchase agreements
- Borrowing funds for the purpose of reinvesting the proceeds of such borrowing
- Investing in any security not specifically permitted by this Policy

Where written consent is given for investment in any of these categories, the Board of Visitors will require the investment manager to adhere to specific safeguards.

Investment Limits

No more than 5% of the portfolio shall be invested in specifically held securities of any single issuer. A single issuer shall incorporate all debt issued by parent, subsidiary, and affiliated companies, thereby limiting investment exposure to any one holding company or entity.

The following exceptions to this 5% single issuer limit shall apply:

- |  |              |
|--|--------------|
| - U.S. Treasury obligations                                    | 100% maximum |
| - Money market funds of only U.S. Gov't and Agency obligations | 100% maximum |
| - Bond mutual funds of only U.S. Gov't and Agency obligations  | 100% maximum |
| - State run LGIP   | 100% maximum |
| - Each Federal Agency (held as discrete investments)           | 50% maximum  |
| - Diversified money market and mutual funds                    | 35% maximum  |
| - Other types of mutual and commingled funds                   | 35% maximum  |

There will be no more than \$20 million invested in a Core Balance strategy, separate from that of cash required for the College's immediate operating needs and liquidity requirements. This Core Balance strategy will be a part of the overall short-term investment portfolio and similarly follow allocation guidelines for approved and prohibited investments, albeit with longer average maturity and duration limits.



Foreign Securities

The direct purchase of discrete foreign securities that are not denominated in U.S. dollars will be prohibited in any College account set up under these guidelines for short and intermediate term investment. U.S. dollar denominated sovereign and supranational bonds (Yankee bonds) with ~~one year or less of~~ maturity of up to 3 years will be permitted for investment. Should a company whose security is held in a short or intermediate term investment account be acquired by a foreign company, the security may remain in the portfolio as long as it is determined by the portfolio manager that it is in the best economic interest of the College to hold the security for the short term. Exempt from this prohibition on foreign securities are high quality money market and commingled funds which may have foreign securities as a small component of the fund.

Security Downgrades

In the event that any security or fund held in the investment portfolio is downgraded below the rating requirement required by this policy, the security or fund shall be sold within ~~60~~ 45 days of such downgrade. However, if the downgraded security is near to maturity, within 90 days, the investment manager may continue to hold the security until maturity if the manager believes the downgrade does not present an inherent risk to achieving full redemption at par and that holding the security would be the best course of action for the university.

Risk Parameters

Investment of the College's operating cash will be undertaken by managing those risks that can affect the value of investments. Investment firms engaged by the College will be required to continuously monitor the various types of risk inherent in a diversified institutional investment portfolio.

Interest rate risk will be controlled primarily by investing in bonds with various maturities. Controlling the portfolio's average maturity and duration will also mitigate the negative effects of interest rate risk. At no time will any individually owned security have an effective and/or legal maturity longer than 5 years. An overnight investment operating account will be used in conjunction with a sweep vehicle to/from the College's main depository account. This operating account will be designed with instruments that provide immediate liquidity. **The short-term portfolio used for extended liquidity management, exclusive of the Core Balance strategy, shall maintain a weighted average effective maturity not to exceed 24 months and an average duration not to exceed 15 months.** Core Balance investments, when managed separately in a discrete portfolio, shall maintain a weighted average effective maturity not to exceed ~~60~~ 36 months and an average duration not to exceed 24 months. Core Balance investments represent balances for which the College has no immediate liquidity needs and can therefore be invested with a longer term horizon.

Credit risk is managed primarily by limiting the opportunity set to certain approved high quality investments as reflected above that conform to Virginia statutes. Rating agencies, herein referred to as NRSROs, such as Moody's and Standard & Poor's, will be used as a measure to evaluate and monitor credit risk of held investments.

Counterparty risk will be continually monitored to ensure the continued financial strength and investment quality of the issuer.

#### Liquidity Constraints

Without the prior approval of the Senior Vice President for Finance and Administration of the College, no investments in specific securities shall be made where maturities exceed 3 years (where 5 years is the maximum permitted by this policy). Weighted average life will be used as a proxy for maturity date for mortgage backed securities. The portfolio shall maintain adequate liquidity to ensure the College's ability to meet its operating requirements. At all times, the College shall maintain sufficient liquidity on an overnight basis to ensure clearance of its known payments and unanticipated presentment of checks. The College and its engaged investment manager(s) shall constantly monitor cash levels and maintain a portfolio structure that allows sufficient liquidity within time periods of a day, week, month, and six-months, taking into consideration fluctuating cash levels associated with cyclical revenue and expenditure patterns.

#### Authorized Personnel and Delegated Authority

The Senior Vice President for Finance and Administration of the College or such person(s) he/she designates in writing is (are) authorized to make investment decisions under this policy for the College of William & Mary, including the selection and contractual engagement of professional investment firms that would adhere to the guidelines presented herein and that of generally accepted prudent fiduciary practices.

The Senior Vice President for Finance and Administration and certain members of his/her staff shall also be responsible for maintaining internal controls that appropriately safeguard the investable assets of the College consistent with this policy and the permissions given for types of investment and engagement of external professional management. Professional investment management firm(s) engaged by the College MUST be registered with the Securities and Exchange Commission under the Investment Advisors Act of 1940, showing proof of such prior to their hiring. Before an organization can provide investment management services to the College, it must confirm in writing that it has reviewed this Policy and is able to fully comply with all requirements. Furthermore, the organization must submit the following materials:

- Proof of its registration with the SEC under the Investment Advisers Act of 1940;
- An annual updated copy of Form ADV, Part II;
- Proof of its registration to conduct business in the Commonwealth of Virginia;
- Demonstrable evidence in providing like services under the *Investment of Public Funds Act*, Chapter 45 of the Code of Virginia; and
- Confirm use of only qualified security brokers/dealers. To achieve qualification, the broker/dealer should be financially stable and have the ability to effectively execute buy and sell transactions. The engaged manager(s) will maintain a list of qualified brokers/dealers who meet the criteria of this Policy; and
- Confirm that procedures for best execution will always be followed and that soft dollar commissions or credits for College asset trades will not be collected or otherwise utilized in the execution of investment services



### Reporting Requirements

Engaged investment managers shall ~~be required to prepare and deliver~~ coordinate and reconcile transactions with the College's custodian in order to provide comprehensive monthly accounting and analytical reports ~~to the College~~ that provide the following information:

- Monthly buy and sell transactions;
- Monthly realized gains and losses on sales;
- Month-end holdings that show amortized book value, maturity date, yield-on-cost, market value and other features deemed relevant;
- Monthly transactions that account for income, fees and disbursements, purchase of accrued income, and other relevant activity; and,
- Monthly performance of asset categories and the aggregate portfolio.

Engaged investment managers shall be required to prepare and deliver comprehensive quarterly investment reports to the College that provide the following information:

- Summary of recent market conditions, economic developments, a forecast of future economic activity, and an assessment of how the investment manager fared in the investment of the College's funds;
- A comprehensive quarter-end holdings report that further shows the calculated total rate of return for the quarter and year-to-date versus appropriate benchmarks; and,
- Any areas of policy concern warranting discussion with College officials, as in the case of recommended revisions.

### Performance Benchmarks

Investment performance of the portfolio shall be monitored and evaluated using various individual benchmarks that have similar maturity, duration, and risk characteristics of those investments held in the portfolio. Overall portfolio performance shall be evaluated on an ongoing basis by management, taking into consideration asset allocation, quality and safety factors, maturities and implied risks, and various external market factors.

Accordingly, the College shall use the 91 Day Treasury Bill Index as the primary benchmark in review of investment performance and may use other benchmarks such as the Merrill Lynch 3-month and 6-month Treasury Bill Indexes ~~and/or~~, the Bloomberg Barclays Capital 3-6 3 and 6 Month Treasury Bill Index, and custom benchmarks including a Treasury bill component along with the Bloomberg Barclays 1-3 Year Government Index for purposes of comparability.

### Performance Review and Evaluation Requirements

External managers shall be ~~formally~~ evaluated by ~~management at least on~~ internal staff on an annual basis according to certain criterion that was used in the process of engagement as well as any other more contemporaneous factors that should be noted in a ~~formal~~ thorough evaluation. An overall rating of anything less than satisfactory will be cause for dismissal.

Monitoring the Cash Management Investment Policy

The Board of Visitors or its designated subcommittee thereof shall review this policy at least once every three years in order to ensure that the governances, provisions, and guidelines stated herein appropriately reflect the perspective and risk tolerances of the Board with respect to current market conditions. ~~Management~~ Staff will inform the Board of any violations to this policy, discussed below, and extenuating results.

Occurrences of Non-Compliance with the Policy and Process of Resolution

Compliance with stated guidelines in this policy is a requirement. Violations of any kind will require full explanation of the event. ~~Management~~ Staff will evaluate the severity of the violation, the circumstances by which it occurred, ~~and~~ the manager's corrective response, and recommend to the Senior Vice President for Finance and Administration suggestions for subsequent action. ~~Management will then decide what recourse to pursue in dealing with the manager.~~ Should the infraction be serious enough, the manager will be immediately dismissed. Multiple or recurring infractions may warrant immediate dismissal. Lesser infractions will also be documented and discussed with the manager's senior representatives. Resolution and types of restitution will be discussed with the manager depending on the severity of the violation.

**WILLIAM & MARY**  
**REVISIONS TO THE MOTOR VEHICLE**  
**PARKING AND TRAFFIC RULES AND REGULATIONS**

The College of William & Mary has amended its parking rules and regulations to more efficiently control transportation on the campus.

The proposed revised regulations set forth herein have been developed by the Office of Parking & Transportation Services with the advice of the Parking Advisory Committee and in turn have been endorsed by the Senior Vice President for Finance and Administration.

The purpose of these regulations is to reduce traffic congestion, facilitate orderly parking, provide a safe campus environment, and to promote the fair and consistent enforcement of rules.

The regulations are applicable to all persons owning or operating a motor vehicle on William & Mary properties. Accordingly, jurisdiction extends to all university roads and grounds.

The Board of Visitors has authorized the offices of Parking & Transportation Services and the W&M Police Department to provide for the safety of persons on university property by enforcing these rules and regulations. These regulations have been established to meet the specific need for control of motor vehicles on university property. The Code of Virginia (§ 23-9.2:3) grants to the Board of Visitors the power to provide parking and traffic rules and regulations on property owned by the College and the district courts require the Board of Visitors' approval for local enforcement of motor vehicle regulations.

**BE IT RESOLVED**, That upon recommendation of the Senior Vice President for Finance and Administration, the Board of Visitors hereby amends the College of William & Mary Motor Vehicles Parking and Traffic Rules and Regulations (VR 187-01-02); and

**BE IT FURTHER RESOLVED**, That the William & Mary Motor Vehicles Parking and Traffic Rules and Regulations will be published in final form in the Virginia Register.

**Virginia Administrative Code****Title 8, Agency 115, College of William & Mary****AGENCY SUMMARY**

The College of William & Mary in Virginia is the second oldest institution of higher education in the country. It serves over 7,600 students. On the undergraduate level, the university offers curriculum relating to arts and sciences, business administration, computer science, fine arts, and psychology. Master's and doctoral degrees are offered in fields such as American studies, computer science, education, history, law, marine science, physics, and psychology. The main campus is located in Williamsburg and its school of marine sciences (Virginia Institute of Marine Science) is in Gloucester Point. Additionally, the college's Board of Visitors oversees the Richard Bland College. Code of Virginia, Title 23.1, Chapter 28.

The board of visitors or other governing body of every state-supported institution of higher education in Virginia is authorized to establish rules and regulations for the acceptance of students; for the conduct of students and the suspension and dismissal of students who fail or refuse to abide by such rules; for the rescission or restriction of financial aid; for the employment of professors, teachers, instructors and all other employees; and for parking and traffic on property owned by the institution. In addition, the board of visitors or other governing body is authorized to establish programs to promote compliance among students with laws relating to the use of alcoholic beverages and to establish guidelines for the initiation or induction into any social fraternity or sorority. Code of Virginia, Title 23.1, Chapter 13.

Regulations may be obtained from The College of William & Mary, P.O. Box 8795, Williamsburg, VA 23187. Internet address: <http://www.wm.edu/>

## **Chapter 10. Motor Vehicles Parking and Traffic Regulations**

### **Part I**

#### **General Provisions**

##### **8VAC115-10-10. Decals.**

- A. Decals shall be permanently affixed to the left rear bumper, on the outside of the left rear windshield or displayed as a hangtag on the rear-view mirror. No parking decal may be taped inside the vehicle.
- B. The Parking Services office will recognize an official grace period in August of each school year for "No Decal" violations. During the grace period, members without current decals may only park in the Kaplan Arena Lot. Parking enforcement officers will continue to cite all other violations during the grace period. Student vehicles that are parked in faculty/staff spaces during the grace period will receive a citation for Reserved Space.
- C. Annual decal rates are approved by William & Mary Administration.

##### **8VAC115-10-20. Temporary permits.**

- A. Temporary permits are available for periods not to exceed two weeks. After the two-week period has expired, a permanent decal must be purchased. Temporary scratch off permits are available for purchase for daily and/or evening use.
- B. Temporary permits, at no charge and with a one-hour limit, are available for loading and unloading, with a valid decal. Customers without a decal must purchase a day pass.

**8VAC115-10-30. Enforcement of parking meters.**

In general, campus parking meters are enforced 7:30 a.m. to 5 p.m., Monday through Friday. Meters at Swem Library are enforced seven days a week, 24 hours a day. Multiple citations may be issued at meters.

**8VAC115-10-40. Payment of fines.**

Payment for fines for wheel locked vehicles may be paid by cash, check or credit card. Payment for all outstanding fines is required in order to remove a wheel lock.

**8VAC115-10-50. Faculty/staff lots.**

- A. Evening students may park in any faculty/staff (except the Jones Lot), resident or day space after 4 p.m. This option is available to other students with current decals after 5 p.m.
- B. Jones Lot is reserved 24 hours a day, seven days a week for faculty/staff only.

**8VAC115-10-60. Miscellaneous provisions.**

- A. It is a violation to purchase and distribute additional decals to other individuals or transfer or exchange decals for use on other vehicles. Such cases will be referred to the Dean of Students for appropriate action.
- B. Individuals who are associated with the college and have handicapped tags shall also display a William & Mary parking decal.
- C. Fees for parking decals are not refundable.
- D. The use of hazard lights does not prevent the issuance of a citation if the vehicle is in violation of parking rules.

- E. Temporary/Visitor Permits are available from the William & Mary Police Department (WMPD) when the Parking Services office is not open. All other affiliated customers must park at the Kaplan Arena or Stadium lot and use the Passport Pay-by-phone application to pay for the length of their stay. A valid temporary pass must be purchased the following morning when Parking Services opens.
- G. When vehicle or license plate information changes, please notify the Office of Parking Services, via e-mail at [parked@wm.edu](mailto:parked@wm.edu), or you may login to the online Parking Portal ([www.wm.T2hosted.com](http://www.wm.T2hosted.com)) to manage your account profile and update your vehicle information, these changes must be made before the vehicle is driven to campus.
- H. Enforcement hours on campus run from Monday at 7:30 a.m. through Friday at 5 p.m. A decal or temporary pass is required to park in any campus administered space during these times. From Friday at 5:00 p.m. through Monday at 7:30 a.m. a decal is not required, however all other parking regulations remain in effect.

## Part II

### Registration of Motor Vehicles

#### **8VAC115-10-70. Registration of motor vehicles.**

- A. All motor vehicles, including motorcycles and motorbikes, parked on college property shall be registered with Parking Services.. Registration may also be accomplished at the Watermen's Hall Registration Desk for those individuals at the Gloucester Point campus. The operator of each vehicle will be issued an appropriate decal or permit. The purchase of a decal entitles individuals to park only in those areas designated for the respective decal. The purchase of a decal does not guarantee a parking space. Maps highlighting the major lots by type of decal for both the Williamsburg and Gloucester Point Campuses are



incorporated by reference and made a part of this chapter. Decals are effective from Sep 1 through August 31 of the following calendar year. Temporary permits are issued as necessary for durations appropriate with their purpose.

- B. Acceptance of a decal or permit by an individual attests to that person's complete understanding of the College of William and Mary Motor Vehicle Regulations and such person's responsibility to adhere to these regulations. Additionally, it is a violation to purchase additional decals for distribution to other individuals.
- C. Students who misstate their classification category will be referred to the Dean of Students. When there is a change in (i) classification status of a registrant; or (ii) the purpose for which a decal or permit was issued; or (iii) the vehicle registration information, it shall be the sole responsibility of the registrant to notify Parking Services so that the decal or permit may be suitably altered.

### Part III

#### Registration, Eligibility and Classification

##### **8VAC115-10-80. Classification of registrant.**

Should registrants or Parking Services disagree as to proper classification, Parking Services may issue a 14-day temporary permit in favor of the registrant, who shall immediately file an appeal with the Parking Appeals Committee. The registrant is solely responsible for a clear statement of the situation in the appeal and for completing a permanent registration immediately upon receiving a decision from the Appeals Committee.

**8VAC115-10-90. Categories of decals.**

The categories of decals issued by the Parking Service office are listed below.

1. Faculty/Staff: All faculty, administrative personnel, classified and hourly employees of the college are eligible to register motor vehicles. Students who work part-time for the college will have eligibility determined according to their student status.
2. Resident: All individuals classified as students by the Registrar of the college, who reside in college administered housing and have completed 54 semester hours (or 4 semesters), qualify as a resident and will be issued a Resident decal, or students who reside at Graduate Complex, qualify as a resident and will be issued a Resident decal.
3. Day: Those individuals classified as students by the Registrar of the college who do not reside in college administered housing will receive a Day decal upon registering a motor vehicle.
4. Evening: Students whose classes begin after 4 p.m., and who do not reside in college administered housing, qualify as an evening student and will be issued an Evening hangtag. After 4 p.m. they may park in any faculty/staff or student space unless otherwise posted. Evening students who have a frequent need to park on campus before 4 p.m. may purchase the Day decal, as no provision is made for the Evening designation prior to 4 p.m. Evening students who have an occasional need to park on campus before 4 p.m. must obtain a temporary One-Day permit, which allows parking in Day areas only.
5. Restricted use: Students otherwise ineligible to register a motor vehicle, who have obtained permission to have a vehicle registered on campus to park in Kaplan Arena Lot only. Students who have obtained this permission will receive the decal upon registration. Permission may be granted for employment reasons (at least 10 hours per week), for medical necessity or for approved volunteer service (at least 10 hours per week). Please

allow two (2) weeks from submission for the approval process. Requests for exception based on medical necessity, physical disability, or illness requiring transportation off campus should be forwarded to the Office of the Dean of Students. Eligibility determination will be made by a Medical Review Committee and forwarded to Parking Services. Forms for this type of exception are available from Parking Services, the Office of the Dean of Students, and online. Requests for exception based on volunteer service should be forwarded to the Office of Community Engagement in Blow Hall. Forms for this exception may be picked up at the Office of Community Engagement or online. A student who brings a vehicle to the college without prior special permission is in violation of this chapter.

6. **General:** General decals are intended for non-College affiliated persons who volunteer at the college or have a frequent need to visit and use college facilities. The General decal allows parking in faculty/staff areas only.
7. **Motorcycle:** Motorcycle decal entitles the registered vehicle to park on campus. Parking of a motorcycle, moped, or motor scooter shall be done **ONLY** in pre-defined and approved motorcycle parking spaces. Motorcycles parked in any location other than the pre-defined and approved parking areas listed are subject to citation. The cost of the Decal will be ½ of the base rate. For safety reasons, unless otherwise noted, these vehicles are not permitted to park on sidewalks, under building overhangs, inside courtyards, or in buildings, at any time.
8. **Osher Lifelong Learning Institute at William & Mary:** This decal allows parking at the Kaplan Arena lot and School of Ed student lots 1-5 only. This decal is not valid in metered or timed spaces at any time. Individuals with this privilege may register up to two vehicles. Members with DMV issued handicapped credentials and the OSHER decal may park in

any faculty/staff parking space when standard ADA spaces are not readily available. During W&M School breaks the OSHER decal is valid in student spaces within the Parking Deck and faculty/staff spaces along James Blair Dr. The OSHER decal is not valid in off campus paid parking lots.

9. VIMS: Parking on the VIMS campus is by permit only. Faculty, staff, and students who purchase VIMS only decals may park on the Williamsburg campus at the Kaplan Arena lot and the Plant lot only. A temporary pass is required to park in other parking lots on campus.
10. Carpool: This is an option for Commuter Students Day or Evening, VIMS Students, and Faculty/Staff who desire to carpool and share a hangtag with members of like schemes. The program allows up to three separate owners to register their vehicles under a single carpool agreement. Carpool designated spaces have been placed throughout the campus in high demand areas (Deck, Law School, OD Lot, School of Ed, and Yates Lot).
11. Long-Term Storage: Residents who do not require frequent and regular use of their vehicle may opt to purchase a long term storage decal instead of a main campus decal at ½ the cost. This decal authorizes long-term storage at the School of Ed Lot 3. This decal is not authorized on the main campus at any time without purchase of an additional temporary pass. Students can access the School of Ed lot 3 by way of the WATA Trolley Line daily.

**8VAC115-10-100. Temporary permits.**

Temporary permits are available on a limited basis for a variety of needs. Examples include loading permits, car in for repairs, or temporary handicaps. These permits are available from 8 a.m. to 6 p.m., Monday through Friday from Parking Services and all other times from the Campus Police. Permits for the employees at the Gloucester Point Campus may be obtained from the registration desk in Watermen's Hall.

**8VAC115-10-110. Additional or replacement decals.**

An additional or replacement decal may be purchased for \$10.

**8VAC115-10-120. Motorcycle/motorbike.**

Members of the college community shall register motorcycles, mopeds, and motorbikes. The decal will be issued in accordance with the status of the registrant.

**8VAC115-10-130. Lost/stolen decals.**

If a decal is lost or stolen, it must be reported immediately to the WMPD, and a new permit must be obtained from Parking Services. Without a proper decal or permit, a motor vehicle parked on college property is in violation of this chapter and is subject to ticketing, wheel locking or towing.

**8VAC115-10-140. Display of decals.**

Vehicle registration is not complete until the permit or decal is properly displayed. Decals or permits displayed improperly will constitute an improper display violation. Decals shall be securely affixed to the driver's side rear bumper, to the outside of driver's side rear windshield or hung on the rear-view mirror. Affixing the decal to the outside rear windshield facilitates removal at a later date.

Part IV

Traffic Regulations

**8VAC115-10-150. Enforcement.**

- A. The WMPD is authorized to enforce moving violations which will be returnable in the respective district courts.
- B. Barriers may be placed by the WMPD at any point deemed necessary for specific temporary use - most often emplaced for safety reasons and traffic flow. Removal of any such barriers without permission, except for passage of emergency vehicles, is prohibited.
- C. In all cases, the directions of a police officer or parking enforcement officer supersede the regulations posted by sign or signal.

**8VAC115-10-160. Vehicles on sidewalks.**

Riding, driving, or parking any vehicle, other than emergency vehicles, on the sidewalks of the college is prohibited. Any other use is by special permission from the Campus Police or Parking Services.

**8VAC115-10-170. Applicability of Part IV.**

8VAC115-20-150 and 8VAC115-20-160 apply equally to any person parking or operating a motor vehicle on college property.

Part V  
Parking Regulations  
Article I  
General Provisions

**8VAC115-10-180. Decal or permit required; exceptions.**

A decal or permit is required to park on college property 24 hours a day, Mondays at 7:30 a.m. through Fridays at 5:00 p.m., except in metered or timed spaces. Anyone may park in metered spaces and must pay the meter as posted.

**8VAC115-10-190. Parking/no parking designations.**

A. Signs have been posted to designate the following parking areas.

Visitors

Faculty/Staff

Day

Resident

Time Limit spaces

B. The following designations are reserved and enforced 24 hours a day, seven days a week:

Firelanes

No Parking zones

Handicapped spaces

“Reserved For” spaces



Official Vehicle spaces

Service Vehicle/Vendor spaces

Jones Hall Lot

Meters at Swem Library and Ewell Circle.

C. "No Parking" signs indicate an emergency lane, and no parking is permitted day or night.

Parking in any portion of a No Parking zone for any length of time is a violation of this chapter.

D. Spaces reserved for Service or Vendor vehicles may only be used by vehicles displaying Service or Vendor permits issued by Parking Services. Employees of the college who have Service or Vendor permits must also have a William and Mary parking permit if they are using their personal vehicle and parking in a Service or Vendor space.

E. Parking space designation as to faculty, staff, and students will be observed when the college is in session. Parking space designations will not be observed during administrative holidays posted in the college catalog, unless otherwise posted. All other traffic and parking regulations will be enforced throughout the calendar year. Students in doubt should contact Parking Services, ext. 14764.

F. The purchase of a decal does not guarantee a specific parking space, but affords the registrant an opportunity to park in authorized areas when parking space is available. The responsibility for finding a proper parking space rests with the vehicle operator.

**8VAC115-10-200. Vacating certain lots.**

A. The Stadium/Bryan lot, Sadler Center lot, Old Dominion lot, Camm Lot, Yates-Randolph lot, James Blair lot and spaces on James Blair Drive, the Compton Lot, the Kaplan Arena

lot, Rear GGV lot, Harrison Ave, the Laycock Center Lot, and the designated and signed spaces on College Terrace and Dawson Circle must be vacated no later than 7:00 AM on the Saturdays of home football games. Students with approved exceptions issued Restricted Use Decals are not required to move their vehicles from the Kaplan Arena (formerly W&M Hall) lot.

- B. Other recurring events on campus will require certain lots to be vacated. These events include Homecoming, W&M Charter Day, Colonial Relays, Commencement Ceremonies, Neighboring County HS graduations. Signs will be posted to designate the affected areas. Vehicles in violation may be towed at owner's expense.
- C. Brooks Street around Kaplan Arena, the Yates/Randolph lot, the Compton lot, and the Commons lot must be vacated two hours prior to the start of all home men's basketball games. Vehicles in violation may be ticketed and/or towed at the owner's expense. Non-affiliated guests may park in the Kaplan Arena lot and use the Passport Pay-by-phone system to initiate a parking session for the duration of their stay.

**8VAC115-10-210. Parking on grass.**

Under no circumstances may any motor vehicle, other than police or emergency vehicles, be operated or parked at any time on the walkways, landscape, grass, or areas designated for grass, without a permit from Parking Services or Campus Police.

**8VAC115-10-220. Special events.**

For special events or programs requiring additional support from parking staff such as reserved spaces, lot and traffic management, signage, security and enforcement, and additional

fees may be assessed regardless of the day of the week the event is held. William & Mary Conference & Event Services can assist in coordinating events on campus. Members of the college community should be alert to posted notices because vehicles in violation may be towed at owner's expense.

**8VAC115-10-230. Motorcycles.**

Parking or storing motorcycles or motorbikes inside a building or in or near an entrance way is prohibited. In order to comply with state regulations and to preclude possible fire hazards, motorcycles and motorbikes will be ticketed and removed at the owner's expense when so parked. Cycle owners are asked to make use of the motorcycle parking spaces throughout campus.

**8VAC115-10-240. Double parking.**

Double parking and parking against the flow is never permitted.

**8VAC115-10-250. Bumper blocks.**

Bumper blocks (curb blockers), if present, establish parking spaces. This is especially true in gravel lots where parking is only permitted at bumper blocks.

**8VAC115-10-260. Disabled vehicles.**

The driver of any disabled vehicle is subject to ticketing. If the vehicle cannot be removed immediately, the driver should notify the WMPD or Parking Services at once and take steps to remove it without delay. A note left on a disabled vehicle does not preclude ticketing.

**8VAC115-10-270. Handicapped parking.**

Parking in spaces designated as "Handicapped Parking" is limited exclusively for that purpose. Vehicles parked in these spaces without proper authorization may be towed at the owner's expense. Members of the college community who have handicap permits must also display a current W&M parking decal or permit.

## Article 2

## Gloucester Point Campus Parking

**8VAC115-10-280. Parking by permit only.**

Parking at the Gloucester Point Campus is by permit only. All employees are entitled to park in any non-reserved space. Provisions for handicapped parking are set out in 8VAC115-20-320, and visitor parking is set out in 8VAC115-20-330.

## Article 3

## Williamsburg Campus Parking

**8VAC115-10-290. Faculty/staff parking.**

All faculty, administrative personnel, classified and hourly employees of the College and contract employees are eligible to register motor vehicles under faculty/staff status. Members of the faculty and staff are encouraged not to drive their vehicles point-to-point on campus. Faculty and staff may park only in faculty and staff areas, the Kaplan Arena Lot or the Law School overflow lot, near the cemetery, on South Henry Street. Faculty and staff may register up to three (3) vehicles against a single hangtag. Multiple hangtag decals will be sold at the

full tiered price. With the purchase of a hangtag an additional motorcycle or convertible adhesive decal may be purchased at a discounted rate only.

**8VAC115-10-300. Commuter Student (Day) parking.**

- A. Students who do not reside in College administered housing will receive a Commuter (Day) decal upon registering a motor vehicle. Students with day decals may park in areas marked as day student and permit only. They may also park in resident and faculty/staff spaces on the weekend and in other areas at times as noted in the Rules and Regulations.
- B. Students must move their vehicles from faculty/staff and resident spaces by 7:30 a.m. Monday through 5:00 p.m. Friday.
- C. Students whose classes begin after or have no need to park on campus before 4:00 p.m. and who do not reside in College administered housing qualify for the Evening decal. After 4:00 p.m., they may park in any faculty/staff, resident, day student or permit only space unless posted as faculty/staff at all times or otherwise signed for special use.
- D. Evening students who have a frequent need to park on campus before 4:00 p.m. may purchase the Day decal, as no provision is made for the Evening designation prior to 4:00 p.m. Evening students who have an occasional need to park on campus before 4:00 p.m. must obtain a temporary Day pass, which allows parking in Day and "Permit Only" areas.
- E. Both day and evening students may register multiple family owned vehicles under a single hangtag.

**8VAC115-10-310. Resident student parking.**

- A. College Residents are defined as all individuals classified as students by the Registrar of the College, who reside in College administered housing and have completed 4 regular

semesters (fall, spring). Grad Plex residents qualify for a gold Grad Plex decal. In addition to the rules that apply to a yellow resident decal, this decal is also valid on the second and third level of the Parking Deck marked as Day Student Parking Only.

- B. Resident students are encouraged to abstain from driving to class to help reduce parking congestion and to provide other residents across campus with availability of resident spaces.
- C. Students with resident decals may park in resident only spaces at any time and in faculty/staff and day student spaces on the weekends and after 5:00 p.m. Monday through Friday, unless otherwise noted. Vehicles must be removed from faculty/staff and day student spaces by 7:30 a.m., Monday through Friday. Resident students may only register one family vehicle.

**8VAC115-10-320. Handicapped parking.**

Permanent accessible license plates or placards may be obtained from the Division of Motor Vehicles. Faculty and staff with disabilities who need a temporary accessible parking placard (hang tag) should contact the Office of Diversity & Inclusion. Students requiring temporary accessible parking may make application through the Office of the Dean of Students, and employees at the Gloucester Point Campus should contact the Manager of Administrative Services (Watermen's Hall). Vehicles displaying appropriate handicap plates or placards may park in any ADA marked, faculty/staff, or student space. Those individuals affiliated with the college who have handicapped parking permission must also display a William & Mary parking decal.

**8VAC115-10-330. Visitor parking.**

- A. Visitor spaces are provided only for individuals outside the college community who have legitimate business on campus. No vehicle which has, or should have, a decal or permit is considered a visitor. Spaces reserved for "Visitors To" are intended for non-College affiliated individuals only. Permits to use these spaces may be obtained from the respective office visited.
- B. Visitors with visitor passes may park in any faculty/staff or student spaces unless the area is reserved at all times. Visitor passes are not valid at metered or timed spaces. Faculty and staff at both campuses (Main campus and Gloucester Point) who have visitors coming to the campus should contact Parking Services to buy appropriate passes ahead of their arrival. Anyone coming to campus frequently is not considered a visitor and must purchase a decal to park on College property, or park in the Kaplan Arena lot and initiate a pay by phone session for the appropriate time and space used.

**8VAC115-10-340. Metered spaces.**

Metered spaces are located in high demand areas and are intended for high turn-over. Anyone, except students with Restricted Use permits, may park at a meter, and everyone (except those displaying a valid handicapped tag) must pay. Meters are enforced Monday - Friday. Customers with a decal or visitor's pass are not required to pay at a meter. All other customers should continue to pay according to usage.



## Part VI

## Enforcement

**8VAC115-10-350. Enforcement authority.**

Campus Police will enforce all appropriate provisions of the motor vehicle laws described in the Code of Virginia, the City of Williamsburg Traffic Regulations and the Motor Vehicle Regulations of the College of William and Mary. Parking Services will enforce the Motor Vehicle Regulations of the College of William and Mary.

**8VAC115-10-360. Additional citations for same violation.**

- A. With the exception of timed spaces, meter violations, and loading zones issuance of citations will be limited to one (1) per **calendar day**, unless the vehicle has been moved.
- B. Citations issued are tracked by license plate and each license plate will be issued one (1) no decal warning. No decal warnings once issued are ***not reset*** and may not be appealed. Each no decal violation after the warning will carry a fine as specified in the Schedule of Fines. Level I Offenses are graduated fines with an increasing value for subsequent violations; they are the only fines that reset to the 1<sup>st</sup> offense on September 1 each year. Multiple citations may be issued at meters and timed spaces. For example, at a 30 minute meter, tickets for expired meter violations may be issued at least 30 minutes apart. Meters by design will only accept the required coinage for maximum time (30 Min, 1hr, or 2hr). Overfeeding a meter will not register additional time beyond the maximum limit posted. Vehicles in pay-by-space lots will be cited for "No decal" if found parked in an unpaid space.

**8VAC115-10-370. Consistency of enforcement.**

Every attempt will be made to maintain consistency of enforcement. Lack of space in the immediate proximity to a building or observation that others have parked in violation of the regulations will not be considered a valid excuse for violating any regulation. Hazard lights do not exempt a vehicle from ticketing if they are in violation of a parking rule.

**8VAC115-10-380. Responsibility for violation.**

The decal owner will be held responsible for any violation involving the vehicle, even if the violation was committed by another. In instances where there is no decal, the registered owner will be considered responsible for the citation unless a different determination can be made.

**8VAC115-10-390. Removal of vehicle.**

The WMPD and Parking Services are authorized to remove by towing or immobilize by wheel lock, at the owner's expense, any vehicle which is in violation of these regulations. Vehicles that are towed off campus will be held at the owner's expense at a private, licensed garage until the owner presents a paid receipt from the College for outstanding fines, proof of ownership of the vehicle and payment of the towing fee. In addition, the garage may also charge a storage fee.

**8VAC115-10-400. Payment of fines.**

- A. Citation fines must be paid or appealed within 10 working days from the date the ticket is issued.

B. The owner or operator of a vehicle that has been wheel locked must contact parking services within 48 hours, pay any outstanding fines, and the additional wheel lock fee before the wheel lock will be removed. Unauthorized removal or tampering with a wheel lock will result in a fine. Such action may also result in criminal prosecution, felonious charges and/or judicial action by the Honor Council. Vehicles wheel locked in excess of 48 hours will be towed off campus.

**8VAC115-10-410. Schedule of fines; payment policy.**

- A. Schedule of fines is reviewed and approved by William & Mary Administration.
- B. The following policy establishes the accepted payment methods for outstanding parking fines:
  - 1. The T2 Online Parking Portal is the primary and most convenient way to pay a citation. The online portal accepts VISA, MC, and Discover Card transactions. Payment may be made at the Parking Services Office by cash, personal check, cashier's check, money order, credit card (Visa, MasterCard, Discover, and American Express) or William and Mary Express card. Coins must be appropriately rolled and are not accepted in bulk. Checks will not be accepted from seniors after May 1, through graduation.
  - 2. Owners of vehicles that have been towed must pay all outstanding fines and fees using payment methods described in item 1 above. Additionally, the owner must pay the towing fee.
  - 3. Employees at the Gloucester Point Campus may mail checks, money orders or cashier's checks to the Office of Parking Services. Checks should be made payable

to The College of William & Mary. Alternatively, they may use the courier provided by Administrative Services.

C. Wheel lock policy.

1. Vehicles become liable for wheel lock when there are three (3) outstanding tickets which have not been paid or appealed within 14 days of the date of the latest ticket or two (2) tickets which have not been paid within 30 days of the date of the later ticket, when citation debt exceeds \$350, anytime a vehicle is found displaying lost/stolen decals or fraudulent decals may also result in wheel lock.
2. Vehicle owners with a vehicle that is wheel locked must pay all outstanding fines, plus a wheel lock fee, within 48 hours of the wheel lock. Acceptable payment methods are cash, check, and money order, Visa or MasterCard. The William and Mary Express card may only be used when paying at Parking Services. Vehicles wheel locked in excess of 48 hours will be towed.

**8VAC115-10-420. Appeals.**

- A. Community members at the College of William and Mary have the right to appeal any parking citation within 10 days of receiving the citation. The operation of a motor vehicle on campus constitutes implied consent for responsibility for parking violations. The Parking Appeals Committee is, by Presidential appointment, the highest authority on campus in parking matters and consists of members from all college constituencies. The Committee endeavors to handle submitted appeals within 30 days of receipt.
- B. A successful appeal may result in repealing of the ticket or a decrease in fined amount. A driver wishing to appeal a citation may submit an online appeal within 10 days of

receiving the contested citation. A citation may only be appealed once, and all committee decisions are final. You may request a second appeal provided there is new relevant information not available during the original appeal. Verbal appeals will not be considered. Members may choose to appear in person before the committee, under these circumstances a written appeal is still required and must state the desire to appear in person.

- C. If an appeal is not made in a timely manner or if payment is past due, the appeal will be denied. Failure to appear at a scheduled hearing without justifiable cause will be grounds for appeal denial without reconsideration.
- D. The following situations and reasons are not acceptable grounds for appeal and will not be considered by the Parking Appeals Committee: Ignorance of regulations, Lost ticket, Citation for parking in accessible space, Citation for stolen, altered, or fraudulent decal, Convenient space availability, Only parked illegally for a few minutes, Financial hardship, Bad weather or darkness, Running late, Unread or misunderstood signs.

**8VAC115-10-430. Revocation.**

- A. The rights to have a vehicle on campus may be revoked by the Parking Appeals Committee, Dean of Students, or Director, Parking & Transportation Services.
- B. A maximum of five (5) citations which have been paid are permitted within the decal year without additional punitive action. On receipt of the sixth citation during the decal year, in addition to the fine, the offender's registration is subject to revocation and the individual may be prohibited from parking a vehicle on campus for the year outside of Kaplan Arena Lot, unless reinstated. Persons with restricted

privileges and the Restricted Use Decal must park in the Kaplan Arena lot only from Monday at 7:30 a.m. until Friday at 5:00 p.m. They may not park in metered or timed spaces at any time, unless the space is also designated as a load/unload space then the specified time limit applies.

- C. Reinstatement of motor vehicle registration rights which have been revoked for any reason, can be granted by the Appeals Board upon direct written application by the offender to the committee.
- D. If decals or permits are revoked, no refunds shall be made.

## CLOSED MEETINGS

The Board of Visitors may consider in closed session certain matters, including those listed below. The Code is very specific as to how these matters will be described in public session and in closing the meeting the motion must be specific as to the matters to be considered in closed session. There may be no discussion in closed session of matters not identified in the original motion.

I move that the \_\_\_\_\_ Committee convene in Closed Session for the purpose of discussing \_\_\_\_\_, as provided for in Section 2.2-3711.A., \_\_\_\_ .

<u>Code Section</u>	<u>Topic</u>
2.2-3711.A.1.	Personnel matters involving identifiable college employees (i.e., appointments, performance evaluations, leaves, etc.) or discussion or interviews of prospective candidates for employment.
2.2-3711.A.2.	Matters concerning any identifiable student
2.2-3711.A.3.	Acquisition of real property for a public purpose or disposition of publicly held real property
2.2-3711.A.4.	Protection of individual privacy in personal matters not related to public business
2.2-3711.A.6.	Investment of public funds where bargaining or competition is involved
2.2-3711.A.7.	Consultation with legal counsel and briefings by staff members pertaining to <u>actual or probable litigation</u>
2.2-3711.A.8.	Consultation with legal counsel employed by a public body regarding specific legal matters requiring <u>legal advice by such counsel</u>
2.2-3711.A.9.	Gifts, bequests and fund-raising activities, or grants and contracts for services or work to be performed by the College
2.2-3711.A.11.	Honorary degrees or special awards
2.2-3711.A.19.	Reports or plans related to security of any College facility, building or structure, or safety of persons using such facility, building or structure
2.2-3711.A.29.	Public contracts involving the expenditure of public funds

§2.2-3712.D. - At the conclusion of any closed meeting, the Board of Visitors shall immediately reconvene in open meeting and shall take a roll call or other recorded vote to be included in the minutes, certifying that to the best of each member's knowledge (i) only public business matters lawfully exempted from open meeting requirements under this chapter and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the public body. Any member of the public body who believes that there was a departure from the requirements of clauses (i) and (ii), shall so state prior to the vote, indicating the substance of the departure that, in his judgment, has taken place. The statement shall be recorded in the minutes of the public body.



## **BOARD OF VISITORS MEETING DATES**

### **2019**

February 6-8 (Inauguration/Re-Investiture/Charter Day 2/8)

April 24-26 (Commencement 5/11)

September 25-27

November 20-22

*February 2019*