

MINUTES

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

November 21-22, 2002

The Board of Visitors of The College of William and Mary in Virginia met in the Board Room in Blow Memorial Hall on the campus in Williamsburg on Thursday and Friday, November 21-22, 2002.

On Thursday morning, November 21, the Richard Bland College Committee met in the Executive Board Room at Richard Bland College in Petersburg. On Thursday afternoon the Committees on Buildings and Grounds and Student Affairs met in the Board Room in Blow Memorial Hall on the William and Mary campus in Williamsburg.

Those in attendance were:

Belden H. Bell	Donald N. Patten, Rector
J. Peter Clements	Michael K. Powell
Paul C. Jost	Robert S. Roberson
Susan A. Magill	L. Clifford Schroeder, Sr.
Suzann W. Matthews	Ronald L. Tillett
Mark H. McCormack	Barbara B. Ukrop

Absent: William P. Barr
Thomas E. Capps
Lawrence S. Eagleburger
Jeffrey L. McWaters
Joseph J. Plumeri II

Also present were:

Timothy J. Sullivan	Carolyn R. Cook
Gillian T. Cell	Edward C. Driscoll, Jr.
Stewart H. Gamage	Michael J. Fox
Samuel E. Jones	Michael L. Stump
Anna B. Martin	William T. Walker, Jr.
W. Samuel Sadler	Sandra J. Wilms

Also present were Dean of University Libraries Connie McCarthy and members of the William and Mary Faculty and Student Liaison Committees.

The Rector convened the Board in the Board Room at 2:12 p.m., welcomed new member Mark McCormack and called on President Sullivan.

In his opening remarks, President Sullivan discussed the ongoing budget problems and his vision for the future. The President briefly commented on Vice President Anna Martin's presentation for the Buildings and Grounds committee meeting, noting the plan to return Dillard students to campus and uplifting the utilitarian face of the new campus. He stated

that Vice President Dennis Cross planned to report on the capital campaign plans, noting Mr. McCormack's presence as the honorary co-chair. The President commented briefly on the bond referendum and activities of the students, and recognized the contributions of William and Mary friends, alumni and Board members.

At 2:25 p.m. the Rector convened the meeting of the Committee on Buildings and Grounds.

At 4:15 p.m. the Rector reconvened the Board as a committee of the whole for the Provost report and Faculty Presentation.

Those present were:

Belden H. Bell	Donald N. Patten, Rector
J. Peter Clements	Michael K. Powell
Paul C. Jost	Robert S. Roberson
Susan A. Magill	L. Clifford Schroeder, Sr.
Suzann W. Matthews	Ronald L. Tillett
Mark H. McCormack	Barbara B. Ukrop

Absent: William P. Barr
 Thomas E. Capps
 Lawrence S. Eagleburger
 Jeffrey L. McWaters
 Joseph J. Plumeri II

Others present:

Timothy J. Sullivan	Carolyn R. Cook
Gillian T. Cell	Edward C. Driscoll, Jr.
Dennis W. Cross	Michael J. Fox
Stewart H. Gamage	Michael L. Stump
Samuel E. Jones	William T. Walker, Jr.
Anna B. Martin	Sandra J. Wilms
W. Samuel Sadler	

Also present were Dean of University Libraries Connie McCarthy and members of the William and Mary Faculty Liaison Committee.

Provost Gillian Cell provided an overview of entering class statistics with the assistance of Dean of Research and Graduate Studies David Finifter. A brief discussion ensued.

Professor Ron Rosenberg, chair of the Faculty Liaison Committee, reported that the Faculty Assembly had unanimously adopted a resolution at their October 22 meeting to thank Suzann Matthews for her generous gift in support of the faculty summer research program. Noting the importance of this gift to the faculty, the students and the College, Professor Rosenberg read the text of the resolution and presented it to Ms. Matthews with an expression of appreciation of the entire faculty.

Professor Rosenberg introduced faculty members Kris Lane, Professor of History, and Paul Heideman, Professor of Biology. Both faculty members discussed the benefits received from their research. Professor Lane did historical research in Ecuador in the summer of 1998, with the assistance of two students, who each developed honors theses from their work. Professor Lane noted that he was able to finish his book and the students gave him a fresh perspective on his research.

Professor Heideman discussed faculty research in science which provides advances in the sciences as well as training and mentoring of beginning scientists, noting that faculty are able to teach social skills, ethics, motivation, communication and teamwork. He introduced Abigail Tatum, a senior doing research in the Population Lab who explored a career in research this semester. Ms. Tatum related her experience and how it mattered to her interest in exploring a career in research.

At 5:12 p.m., the Rector convened the **Committee on Student Affairs**. Ms. Magill presided as chair.

Vice President for Liaisons Kirk Anderson introduced liaisons Tyler Smith, Jake Hosen and Marc Johnson. Mr. Smith and Mr. Hosen discussed student concerns on sexual assault, outlined the continuing policy discussion for risk reduction and communication, and updated the Board on work with the administration.

Mr. Johnson and Mr. Anderson reported on student reactions to the budget cuts, noting that they were generally supportive of the method and cuts but the main concern was with the reallocation of \$40 from the activity fee.

Mr. Johnson reported on the Student-Board Communication project, distributed a survey and noted the intent to come back by February with program ideas.

Mr. Anderson announced that the Student Assembly had established an award for outstanding service and contribution to the William and Mary community and named it in honor of President Timothy Sullivan. Noting that this award was created to recognize individuals dedicated to the College who had shown overall devotion to the campus community, Mr. Anderson presented a plaque and copy of the resolution to President Sullivan then announced that the first recipient was Suzann Matthews, who was presented with a copy of the resolution in appreciation for her efforts in support of the College.

Vice President W. Samuel Sadler commented on the sexual assault policy, thanked the students for taking these issues seriously and noted that he will continue to work with them.

At 5:40 p.m. the Board recessed to the student reception in Board Dining Room.

On Friday, November 22, the Rector convened the Board as a committee of the whole in the Board Room at 8:18 a.m.

Those present:

Belden H. Bell
 J. Peter Clements
 Lawrence S. Eagleburger
 Paul C. Jost
 Susan A. Magill
 Suzann W. Matthews
 Mark H. McCormack

Jeffrey L. McWaters
 Donald N. Patten, Rector
 Michael K. Powell
 Robert S. Roberson
 L. Clifford Schroeder, Sr.
 Ronald L. Tillett
 Barbara B. Ukrop

Absent: William P. Barr
 Thomas E. Capps
 Joseph J. Plumeri II

Others present:

Timothy J. Sullivan
 Gillian T Cell
 Dennis W. Cross
 Stewart H. Gamage
 Samuel E. Jones
 Anna B. Martin

Edward C. Driscoll, Jr.
 Michael J. Fox
 Michael L. Stump
 William T. Walker, Jr.
 Sandra J. Wilms

Also present was Counsel to the Attorney General David E. Johnson, Richard Bland College President James B. McNeer and Dean of Administration and Finance Russell E. Whitaker.

In the absence of Mr. Plumeri, Mr. Patten presided as chair of the **Committee on Athletics**.

Director of Athletics Terry Driscoll provided an update on Fall Sports, discussed the graduation rate and the academic profile of the Class of 2002-2003 and outlined upcoming Special Events.

A brief discussion on student fees ensued. It was noted that the goal to reduce revenue generated by the athletic fee to 50% of the budget would be a challenge, and a brief history of the decision by the Financial Affairs Committee was provided by Mr. Tillett. Mr. Patten distributed a letter from alumnus and former Board member Jim Ukrop requesting the establishment of a task force to study this issue. President Sullivan requested that he be given the responsibility to review and report back to Financial Affairs and Athletics, rather than create a formal task force. He suggested that he would work with the Rector, Mr. Driscoll, and Mr. Jones and would have an update to report at the February meeting. It was the consensus of the Committee that this was a good idea. Mr. Patten noted that he would follow up with Jim Ukrop.

At 8:40 a.m. Mr. Powell presided as chair of the **Committee on Public Affairs and Economic Development**.

Vice President for Public Affairs Stewart Gamage introduced students Brian Cannon,

organizer of the first student political action committee in Virginia, and Van Smith, student coordinator of the bond campaign and intern in the Public Affairs Office. Mr. Smith reported on his activities to coordinate bond support and the students= involvement. Mr. Smith noted that the voter registration drive registered over 900 students and observed that he thinks the College will see a more politically active campus in the future.

Mr. Cannon reported on the activities of his group, noting that he learned state politics is accessible and students can make a difference. This effort gave students a political voice and they want to carry it across state. They are currently working with other college administrations and student leaders to organize other student PACs.

Ms. Gamage discussed the mission, goals and strategic priorities of the Public Affairs Office. She introduced her staff members present, including Bill Walker, responsible for public relations, Jim Golden, responsible for economic development and Lillian Kelly, her assistant in the Public Affairs office. Ms. Gamage discussed budget and staffing for the Public Affairs departments of University Relations, Publications and Economic Development, noting the marketing assistance provided by Mark McCormack's firm in the Admissions Office and the government relations outreach assistance provided by Susan Magill in Washington which is helping William and Mary's visibility and ability to receive federal funding. A brief discussion ensued.

At 9:18 a.m. the Rector adjourned the Board to committee meetings. The Committees on Honorary Degrees and Academic Affairs met in the Board Conference Room and the Committees on Athletics, Public Affairs and Economic Development, Development and Alumni Affairs, Audit and Financial Affairs met in the Board Room, prior to the full Board meeting.

At 1:18 p.m. the Rector called the full Board meeting to order in the Board Room.

Those present were:

William P. Barr	Jeffrey L. McWaters
Belden H. Bell	Donald N. Patten, Rector
J. Peter Clements	Michael K. Powell
Lawrence S. Eagleburger	Robert S. Roberson
Paul C. Jost	L. Clifford Schroeder, Sr.
Susan A. Magill	Ronald L. Tillett
Suzann W. Matthews	Barbara B. Ukrop
Mark H. McCormack	

Absent: Thomas E. Capps
Joseph J. Plumeri II

Others present:

Timothy J. Sullivan	Edward C. Driscoll, Jr.
Gillian T. Cell	Michael L. Stump

Dennis W. Cross
Samuel E. Jones
Anna B. Martin
Stewart H. Gamage
W. Samuel Sadler

Michael J. Fox
Sandra J. Wilms

Also present were Richard Bland College President James B. McNeer and Dean of Administration and Finance Russell E. Whitaker, Dean/Director L. Donelson Wright, and members of the William and Mary Faculty and Student Liaison Committees.

The Rector asked for a motion to approve the minutes of the September 12-13, 2002, meeting as distributed. Motion was made by Mr. Bell, seconded by Mr. Clements and approved by vote of the Board.

The Rector called for a moment of silence in memory of Colin Trevor Smith, a freshman from Stillman Valley, Illinois, who was killed in an accident on campus.

The Rector asked for a motion that the meeting be closed pursuant to Section 2.2-3711.A.1., 2., 7., 8., and 10., of the Code of Virginia, in order to discuss matters pertaining to specific personnel, the consideration of contracts and leaves; to discuss admission or disciplinary matters concerning any student; to consult with legal counsel and to receive briefings by staff members pertaining to actual or probable litigation; to discuss matters pertaining to gifts, bequests, fund raising and specific contracts for services; and to discuss matters pertaining to the consideration of honorary degrees. Motion was made by Mr. McWaters, seconded by Mr. Clements and approved by voice vote. The observers were asked to leave the room and the Board went into closed session at 1:20 p.m.

The Board reconvened in open session at 1:25 p.m. The Rector reviewed the topics discussed in closed session for the benefit of the observers and asked for a motion to adopt the **Resolution** certifying that the closed session was held in compliance with the Freedom of Information Act. Motion was made by Mr. Clements, seconded by Ms. Magill and approved by roll call of the Board conducted by Secretary to the Board Michael Fox. (Certification **Resolution** is appended.)

Mr. Clements reported for the **Richard Bland College Committee**, and called on President McNeer.

President McNeer provided an update on the Governor's Commission on Efficiency and Effectiveness, chaired by former Governor Wilder, and its proposal regarding Richard Bland College, noting that the discussion now centered on merging Richard Bland into the community college system. Mr. Clements advised that the Committee had reviewed a Resolution in Support of Richard Bland College and distributed copies. A brief discussion ensued.

Mr. Clements moved adoption of **Resolution 1**, Revisions to the *Faculty Handbook* - Faculty Family and Medical Leave; **Resolution 2**, Budget Reduction Plans; **Resolution 3**,

Tuition and Fees - Spring 2003; **Resolution10**, Receipt of the Consolidated Financial Report of the College of William and Mary in Virginia and Richard Bland College for the Fiscal Year Ended June 30, 2002; and **Resolution13**, Resolution of the Board of Visitors in Support of Richard Bland College. Motion was seconded by Ms. Magill and approved by voice vote. (**Resolution 13** is appended.)

Mr. McWaters reported for the **Committee on Buildings and Grounds**, noting that the report on Project MAST showed good progress is being made. He noted that the Internal Auditor continues to monitor this project and he plans to discuss funding with Mr. Tillett and Mr. Jones. Mr. McWaters advised that the Committee had reviewed the outside consultant's plan on architectural standards and precinct planning, noting some comments had been received. He encouraged those with comments to get them to Ms. Martin or himself, and advised that the Committee planned to finalize the process and bring it to the Board for approval in February.

Mr. McWaters asked about Ash Lawn and recommended a discussion of short and long-term plans. Ms. Ukrop was asked to undertake this effort and report at a future meeting. There were no action items.

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

Mr. Roberson reported for the **Committee on Development and Alumni Affairs**, noting that the committee heard a report from the Alumni Association on improved communications, noting the hope that this would foster improved development results. The Committee also received a status report on the Campaign. There were no action items.

Mr. Jost reported for the **Committee on Audit**. The Committee received an update on the small purchase cards program, the athletic fraud, discussed proposed 2003 Internal Audit Work Plan and agreed to meet to finalize the audit plan prior to the February meeting. There were no action items.

Mr. Barr reported for the **Committee on Academic Affairs**, and moved adoption of **Resolution 4**, Appointment to Fill Vacancies in the Instructional Faculty; **Resolution 5**, Appointments to Fill Vacancies in the Professional Faculty; and **Resolution 6**, Faculty Leaves of Absence. Motion was seconded by Mr. Bell and approved by voice vote. Mr. Barr advised that the Committee had discussed **Resolution 7**, Information Security Policy Statement, and noted that while advice from the Attorney General indicated the policy as proposed would not affect the duties and powers of the Board of Visitors, the Committee agreed to add a final sentence for clarification. Mr. Barr moved the adoption of revised Resolution 7. Motion was seconded by Mr. Powell and approved by voice vote. (**Resolution 7(R)** is appended.)

Mr. Tillett reported for the **Committee on Financial Affairs** and asked Vice President for Finance Sam Jones to discuss **Resolution 8**, College of William and Mary Amendments to FY 2002-03 Operating Budgets and Related Tuition and Fees; approved at the October 31

Committee meeting. Mr. Jones reviewed the three waves of reductions, budget principles and budget balancing actions. A brief discussion ensued concerning the proposed tuition increase. Mr. Tillett moved adoption of Resolution 8. Motion was seconded by Mr. Schroeder.

Mr. Roberson moved to amend the tuition increase to \$550, with a provision that if not precluded legislatively or statutorily the additional \$150 amount be restricted totally to the benefit of faculty salaries across the board. Motion was seconded by Mr. Eagleburger. A brief discussion ensued. The Rector called the vote on the amendment. The amendment was defeated. The Rector then called the vote on Resolution 8 and it was approved by voice vote.

Dean/Director L. Donelson Wright discussed **Resolution 9**, Virginia Institute of Marine Science Amendments to FY 2002-03 Operating Budgets, approved at the October 31 Committee meeting. Dean Wright discussed three waves, budget principles, budget balancing actions, sources of revenue. A brief discussion ensued. Mr. Tillett moved adoption of Resolution 9. Motion was seconded by Mr. Schroeder and approved by voice vote.

Mr. Tillett, noting that Resolution 10 had been adopted during the Richard Bland College Committee report, moved adoption of **Resolution 11**, Receipt of the Financial Report of the Intercollegiate Athletic Department for the Fiscal Year Ended June 30, 2002. Motion was seconded by Mr. Barr and approved by voice vote.

Mr. Tillett reported on **Resolution 12**, Investment and Spending Policy for Endowment, noting that the Committee felt a clarification of hedge funds was needed on page 3 under Investment Objectives, and moved adoption of Resolution 12 as revised. Motion was seconded by Mr. Schroeder and approved by voice vote. (**Resolution 12(R)** is appended.) Mr. Tillett moved that the Board accept the recommendation of the investment management consultant and move forward to change asset managers. Motion was seconded by Mr. Schroeder and approved by voice vote.

There was no old business.

There was no new business.

The Rector moved that, pursuant to Section 2.2-3711.A.1., of the Code of Virginia, the meeting be closed in order to discuss matters pertaining to specific personnel and the consideration of contracts. Motion was seconded by Ms. Magill and the Board went into Executive Session at 2:16 p.m.

The Board reconvened in open session at 2:26 p.m. The Rector reviewed the topics discussed during closed session, then moved the adoption of the **Resolution** certifying the closed session was held in compliance with the Freedom of Information Act, which was approved by roll call of the Board conducted by Secretary to the Board Michael Fox. (Certification **Resolution** is appended.)

The Rector asked for a motion to approve the matter discussed in closed session. Motion was made by Mr. Eagleburger, seconded by Mr. Bell and approved by voice vote.

There being no further business, the Board adjourned at 2:28 p.m.