

May 17-18, 1974

Enclosure _____

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PLAN OF COMPENSATION

Christopher Newport College

The memorandum from the Governor of the Commonwealth entitled Consolidated Salary Authorization for Teaching and Research Staffs in Institutions of Higher Education, dated May 13, 1971, directs that "Each governing board shall establish and administer the compensation plan for each year of the biennium. The plan shall be in accordance with provisions of this authorization and of stated legislative requirements."

The projected faculty salary average for 1974-75 is \$12,843.

Salaries for faculty personnel shall be based on the following compensation plan:

	1	2	3	4	5	6
Professor	15,800	NOT		SPECIFIED	*	
Associate Professor	12,800	NOT		SPECIFIED	*	
Assistant Professor	10,800	NOT		SPECIFIED	*	
Instructor	10,000	NOT		SPECIFIED	*	

*(1) The normal increment shall not exceed 15%. The actual average percentage increase in salary for the faculty of Christopher Newport College for fiscal 1974-75 will be 7%, plus additional stipends to correct inequities where they are found to exist.

Granting of increments will depend upon the availability of necessary funds.

(2) Granting of Promotions.

If a faculty member possesses the necessary qualifications and if his performance warrants, he may be promoted to the next higher rank in accordance with the following criteria:

To Assistant Professor: Three years as Instructor; Master's degree or equivalent experience in the field of the appointment; and performance at the College which reflects considerable promise of substantial contribution to the College.

To Associate Professor: At least four years as Assistant Professor (at least six years total college teaching); demonstrated competence in field of teaching activity; achievement of terminal degree in his field, or equivalent excellence in his chosen field if the terminal degree is not the best indication; and offers considerable promise of being a strong addition to his Department and in his professional field.

PLAN OF COMPENSATION

Christopher Newport College

(2) Granting of Promotions (Continued).

To Professor: At least five years as Associate Professor (minimum of ten years of college teaching experience); and has already demonstrated the activity and achievement stated above under Associate Professor.

All such promotions must be recommended by the President of the College and approved by the Board of Visitors.

(3) Granting of Tenure.

Review of material and recommendations for tenure are made within the Department.

Beginning with the appointment to the rank of full-time Instructor or a higher rank, the probationary period should not exceed seven years, including within this period full-time service in all institutions of higher learning; but subject to the proviso that when, after a term of probationary service of more than three years elsewhere, a teacher joins this Faculty, it may be stipulated in the initial contract that his appointment provides a probationary period of not more than four years, even though thereby the teacher's total probationary period in the academic profession is extended beyond the normal maximum of seven years. Notice is given at least one year prior to the expiration of the probationary period if the Faculty member is not to be continued in service beyond the expiration of that period.

A professor who is retired, but by mutual consent continues teaching, receives a temporary appointment.

BE IT RESOLVED, That the Board of Visitors of the College of William and Mary approves the above Plan of Compensation for Christopher Newport College for fiscal year 1974-75.

Board of Visitors

May 17-18, 1974

Resolution CN-2

Enclosure _____

Page 1 of 1

FACULTY PROMOTIONS

Christopher Newport College

The following members of the faculty have been recommended for promotion in rank by their department chairmen and the Dean of Academic Affairs,

Instructor to Assistant Professor:

JOSEPH HEALEY, Department of Sociology, at a salary of \$10,820.

WALTER KNORR, Department of Modern Languages, at a salary of \$10,970.

MARIO MAZZARELLA, Department of History, at a salary of \$11,040.

LEONARD NASON, Department of Computer Studies, at a salary of \$10,820.

BE IT RESOLVED, That the Board of Visitors of the College of William and Mary approves the promotion and designated salary of these members of the Faculty of Christopher Newport College.

Board of Visitors

May 17-18, 1974

Resolution CN-3

Enclosure _____

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FACULTY RESIGNATIONS

Christopher Newport College

The following faculty members have resigned, effective June 30, 1974,
for the reasons noted:

JAMES THOMSON, Assistant Professor of Economics and Business
Administration. Other employment opportunities.

STEPHEN HALLIDAY, Instructor in Economics and Business Administration.
Other employment opportunities.

BE IT RESOLVED, That the resignations of these faculty members be accepted
by the Board of Visitors of the College of William and Mary.

FACULTY LEAVES OF ABSENCE

Christopher Newport College

The following faculty members have requested a leave of absence for the reasons and periods indicated:

HAROLD N. CONES, Assistant Professor of Biology and Environmental Science. To pursue graduate studies at Bowling Green State University, for the session 1974-75, with a stipend of \$2,500.

RONALD S. MOLLICK, Assistant Professor of Biology and Environmental Science. To pursue graduate studies at North Carolina State University, for the session 1974-75, with a stipend of \$2,500.

WYLEY L. POWELL, Assistant Professor of Modern Languages. To pursue graduate studies at Yale University, for the session 1974-75, with a stipend of \$2,500.

CHRISTOPHER D. SCHEIDERER, Assistant Professor of Modern Languages. Doctoral Dissertation Grant (Argentina), July 1, 1974 - August 30, 1974, with a stipend of \$1,500.

IMOGENE L. SIMMONS, Assistant Professor of Sociology. Doctoral Dissertation Grant (University of Missouri), July 1, 1974 - August 30, 1974, with a stipend of \$1,000.

EDWARD L. FLIPPEN, Assistant Professor of Economics and Business Administration. To accept appointment as Visiting Professor at Ohio State University for the session 1974-75. No stipend.

BE IT RESOLVED, That the Board of Visitors of the College of William and Mary hereby approves these leaves of absence for the 1974-75 session.

May 17-18, 1974

Enclosure

Page 1 of 2

CONFIRMATION OF ACADEMIC TENURE

Christopher Newport College

The document on Standards and Criteria for Retention, Promotion, Tenure and Merit Increases in Salary contains the following statement on tenure at Christopher Newport College:

Definition of tenure. By a statement approved by the Board of Visitors on November 12, 1966, the College accepted the principle of tenure and "adheres to it as a moral and professional obligation. An appointment with tenure is defined as an appointment which may be terminated by the College only for cause, or by retirement, or because of a bona fide reduction of staff or necessary curtailment or discontinuance of a Department. "

Granting of tenure. Review of material and recommendations for tenure are made within the Department and then follow the same process as already described for other changes in status of probationary members. If the question concerns the Faculty member then acting as Chairman, the committee to consider him for tenure will be chaired by a senior member of the Department.

Conditions for granting of tenure. Beginning with the appointment to the rank of full-time Instructor or a higher rank, the probationary period should not exceed seven years, including within this period full-time service in all institutions of higher learning; but subject to the proviso that when, after a term of probationary service of more than three years elsewhere, a teacher joins this Faculty, it may be stipulated in the initial contract that his appointment provides a probationary period of not more than four years, even though thereby the teacher's total probationary period in the academic profession is extended beyond the normal maximum of seven years. Notice is given at least one year prior to the expiration of the probationary period if the Faculty member is not to be continued in service beyond the expiration of that period.

To quote again from the 1966 statement of the Board of Visitors: "Deans, Department Heads, director, and other persons assigned to administrative offices or duties shall not acquire tenure in such offices or duties; nor shall relief from such offices or duties, per se, affect the teaching status and tenure of these persons. "

A professor who is retired, but by mutual consent continues teaching, receives a temporary appointment.

CONFIRMATION OF ACADEMIC TENURE

Christopher Newport College

Dismissal of a tenured professor. The dismissal, or non-renewal of contract, of a tenured professor is a most serious matter and not to be undertaken without the most convincing evidence of his unfitness for his position or the necessary abolition of that position. In the latter case, every effort is to be made by the College to find him another position, or to assist him in retraining himself for a position of a differing sort. The burden of proof is on the College, and the rights belonging to the parties and the procedures to be followed are those outlined under Grievance Procedures.

Through these procedures the following individual members of the faculty of the College are recommended to the Board of Visitors for confirmation of a status of understood permanent academic tenure, effective September 1, 1974.

BE IT RESOLVED, That the Board of Visitors of the College of William and Mary confirms the President's recommendation of the following members of the Faculty for appointment in a status of understood permanent academic tenure, effective September 1, 1974; within however the statutory requirement of the Commonwealth of Virginia that a legal contract of unlimited duration cannot be given:

Sue Gray Al-Salam, Assistant Professor of Physics

Theodora Bostick, Associate Professor of History

Carl Colonna, Assistant Professor of Economics and Business Administration

David Dooley, Assistant Professor of Psychology

James Hubbard, Associate Professor of Physical Education

Elizabeth Jones, Associate Professor of Classical Studies

Ruth Kernodle, Associate Professor of Sociology

Lee Olson, Associate Professor of Biology and Environmental Science

Ronald Persky, Assistant Professor of Mathematics

Beverley Vaughan, Assistant Professor of Physical Education

BOARD OF VISITORS

MAY 17-18, 1974

Resolution CN-6

Enclosure

Page 1 of 1

Attached document 5 pgs.

OPERATING BUDGET

FISCAL YEAR 1974-75

Christopher Newport College

The Operating Budget for Fiscal Year 1974-75 has been developed with projected revenues of \$3,134,623 and expenses of \$3,137,315, and it has been approved by the President.

BE IT RESOLVED, That the Board of Visitors of The College of William and Mary approves the proposed Budget for 1974-75, as presented.

May 3, 1974

Dr. James C. Windsor
President
Christopher Newport College
Newport News, Virginia 23606

Dear Dr. Windsor:

In accordance with your request, I am submitting this report on the current status of our Capital Outlay Projects.

Current Projects

1. Campus Center. Although this Building is occupied, it is not finished. Funds in the amount of \$32,242.00 due to General Contractor and Architect are being withheld pending completion and inspection.
2. Parking Lot. Complete. An amount of \$3,314.00 is due Architect pending final inspection and submission of invoices by Architect.

Future Projects

The following projects have been approved by the 1974 General Assembly:

Item C-260	Roof Maintenance and replacements	\$ 31,570
Item C-261	Plans for Service Building	10,250
Item C-263	Storm Drainage System	255,000
Item C-263.1	Tennis Courts (6) (Revenue Bonds)	64,700
Item C-263.2	Plans for Administrative Wing Addition	12,000
TOTAL		<u>\$373,520</u>

CO-1 Forms on the above items have been prepared and forwarded to the Division of Engineering and Buildings in Richmond for review.

Our current architect, Forrest Coile and Associates, is to execute all of the projects with the exception of Item C-261, Plans for Service Building, which has been awarded to the architectural firm of Rancorn, Wildman and Krause of Hampton.

Proposed Project

There is interest in constructing a building on Campus to house a Day Care Center to be funded from local funds. A great deal of work has been done and is yet to be done before this proposal can be formally presented for approval.

Sincerely

C. E. Hones
C. E. Hones
Business Manager

CHRISTOPHER NEWPORT COLLEGE
1974-75 BUDGET
SUMMARY OF CURRENT FUNDS REVENUES AND EXPENDITURES

May 3, 1974

	<u>1971-72</u> <u>Actual</u>	<u>1972-73</u> <u>Actual</u>	<u>1973-74</u> <u>Forecast</u>	<u>1974-75</u> <u>Budget</u>
REVENUES:				
Educational and General	1,506,805	2,094,641	2,421,247	2,865,643
Student Aid	25,000	31,945	36,050	35,900
Auxiliary Enterprises	-	-	88,592	211,740
Sponsored Programs	-	2,446	22,040	21,340
TOTAL REVENUES	<u>1,531,805</u>	<u>2,129,032</u>	<u>2,567,929</u>	<u>3,134,623</u>
EXPENDITURES:				
Educational and General	1,608,425	2,014,641	2,501,247	2,865,643
Student Aid	28,098	23,397	22,000	35,900
Auxiliary Enterprises	-	-	63,357	211,740
Sponsored Programs	-	3,337	18,457	24,032
TOTAL EXPENDITURES	<u>1,636,523</u>	<u>2,041,375</u>	<u>2,605,061</u>	<u>3,137,315</u>
REVENUE IN EXCESS OF EXPENDITURES	-	87,657 ^b		
EXPENDITURES IN EXCESS OF REVENUES	<u>104,718^a</u>	<u>-</u>	<u>37,132^c</u>	<u>2,692^d</u>

CHRISTOPHER NEWPORT COLLEGE
1974-75 BUDGET
SUMMARY OF CURRENT FUNDS REVENUES

MAY 3, 1974

	1971-72 Actual	1972-73 Actual	1973-74 Forecast	1974-75 Budget
EDUCATIONAL AND GENERAL REVENUE:				
Student Fees	806,989	932,281	1,001,048	1,178,493
Other Educational and General Income	10,251	13,920	39,274	41,630
Total Special Revenues	<u>817,240</u>	<u>946,201</u>	<u>1,040,322</u>	<u>1,220,123</u>
Appropriations - Commonwealth of Virginia-General Funds	<u>689,565</u>	<u>1,148,440</u>	<u>1,380,925</u>	<u>1,645,520</u>
TOTAL Educational and General Revenue	<u>1,506,805</u>	<u>2,094,641</u>	<u>2,421,247</u>	<u>2,865,643</u>
STUDENT AID REVENUE	<u>25,000</u>	<u>31,945</u>	<u>36,050</u>	<u>35,900</u>
AUXILIARY ENTERPRISES:				
Campus Center	-	-	57,321	158,605
Bookstore	-	-	31,271	47,925
Intercollegiate Athletics	-	-	-	5,210
TOTAL Auxiliary Enterprises	<u>-</u>	<u>-</u>	<u>88,592</u>	<u>211,740</u>
SPONSORED PROGRAMS	<u>-</u>	<u>2,446</u>	<u>22,040</u>	<u>21,340</u>
TOTAL REVENUES	<u>1,531,805</u>	<u>2,129,032</u>	<u>2,567,929</u>	<u>3,134,623</u>

CHRISTOPHER NEWPORT COLLEGE
1974-75 BUDGET
SUMMARY OF CURRENT FUNDS EXPENDITURES

May 3, 1974

	<u>1971-72</u> Actual	<u>1972-73</u> Actual	<u>1973-74</u> Forecast	<u>1974-75</u> Budget
EDUCATIONAL AND GENERAL:				
General Administration	248,274	354,756	473,309	530,026
Instruction-Regular Session	1,030,347	1,218,402	1,463,802	1,669,565
Instruction-Summer Session	98,069	104,548	126,703	123,520
Organized Activities	-	-	2,800	-
Off Campus	-	-	2,265	40,365
Libraries	136,778	198,170	240,564	243,705
Maintenance and Operation of				
Physical Plant	94,957	138,765	187,489	231,842
Public Service	-	-	4,315	26,620
TOTAL EDUCATIONAL AND GENERAL	<u>1,608,425</u>	<u>2,014,641</u>	<u>2,501,247</u>	<u>2,865,643</u>
TOTAL STUDENT AID	<u>28,098</u>	<u>23,397</u>	<u>22,000</u>	<u>35,900</u>
AUXILIARY ENTERPRISES:				
Campus Center	-	-	32,086	158,605
Bookstore	-	-	31,271	47,925
Intercollegiate Athletics	-	-	-	5,210
TOTAL AUXILIARY ENTERPRISES	<u>-</u>	<u>-</u>	<u>63,357</u>	<u>211,740</u>
SPONSORED PROGRAMS	<u>-</u>	<u>3,337</u>	<u>18,457</u>	<u>24,032</u>
TOTAL EXPENDITURES	<u>1,636,523</u>	<u>2,041,375</u>	<u>2,605,061</u>	<u>3,137,315</u>

CHRISTOPHER NEWPORT COLLEGE
1974-75 BUDGET
SUMMARY OF CURRENT FUNDS REVENUES AND EXPENDITURES

May 3, 1974

Footnotes

- a. Net deficit. Educational and General \$101,620 covered by Loan from Commonwealth of Virginia; Student Aid \$3,098 carried forward from unused balance 1970-71.
- b. Net excess revenue. Educational and General \$80,000, Student Aid \$8,548; \$891.00 spent in excess of Revenue in Sponsored Programs - Funds borrowed from Commonwealth of Virginia, See 163, 1972 Appropriation Act.
- c. Excess revenue of 1972-73 of \$80,000 carried forward to 1973-74. Expenditure shortfalls in Student Aid of \$14,050; Auxiliary Enterprises \$25,235; and Sponsored Programs of \$3,583 nets to \$37,132.00.
- d. Funds in amount of \$2,692 to be requested carried forward into new Biennium for Sponsored Program.

Board of Visitors

Resolution CN-7

May 17-18, 1974

Enclosure _____

Page 1 of 1

Attached document 5 pgs.

APPROVAL OF CHRISTOPHER NEWPORT

AS A SERVICEMEN'S OPPORTUNITY COLLEGE

Christopher Newport College

Christopher Newport College is located within convenient commuting distance of several military installations and is committed to serving the educational needs of a highly mobile military population. The Servicemen's Opportunity College Program, which is described in detail in the attached document, is an effort to develop throughout the nation a group of colleges and universities whose policies and procedures reflect a cooperative effort to serve men and women while they are in service. The S O C Program, which is sponsored by the American Association of State Colleges and Universities, is a cooperative project of thirteen higher education associations which represent more than 1200 member institutions. The Program recognizes that the mobility and unpredictability of duty assignments markedly reduce the availability of conventional instruction to military personnel.

Christopher Newport's planning statement, as set forth in the Virginia Plan for Higher Education, describes the College as offering flexible and non-traditional opportunities to a highly mobile student body. It seems appropriate, therefore, that Christopher Newport join the Servicemen's Opportunity College Program in order to serve more effectively a large segment of the population of the area in which the College is located.

BE IT RESOLVED, That the Board of Visitors of the College of William and Mary approves the establishment of Christopher Newport College as a Servicemen's Opportunity College.

S O C FOUR-YEAR
SERVICEMEN'S OPPORTUNITY COLLEGE

THE FOUR-YEAR SOC ----

- * A network of colleges and universities pledged to improve post-secondary educational opportunity for men and women in the Armed Services.
- * A group of colleges and universities whose policies and procedures reflect ways in which it is possible to serve successfully men and women while they are in service.
- * A cooperative project of thirteen higher education associations which represent more than 1200 member institutions.
- * An extension of the successful two-year SOC launched by the American Association of Community and Junior Colleges, in 1972.
- * Supported by the Fund for the Improvement of Postsecondary Education (FIPE) and the Department of Defense, Office of the Assistant Secretary of Defense, (DOD-OASD).

American Association of State
Colleges and Universities

Suite 700, One Dupont Circle
Washington, D. C., 20036

The Servicemen's Opportunity College (SOC) project seeks to identify and designate an extensive network of colleges and universities which are jointly and separately seeking to make postsecondary education available to men and women in military service in ways consistent with their service assignments.

The following criteria focus on the range of problems, issues and barriers that affect the availability of postsecondary educational opportunity to service men and women. Policies, procedures and instructional style developed for civilians, largely between the ages of 18 and 24, who are expected to reside on campus for a period of years may prove to be barriers to the education of service men and women and may operate effectively to deny them access to postsecondary education during their service years.

The policies and procedures contained in the Four-Year Servicemen's Opportunity College (SOC) Criteria were derived from those colleges and universities that have made an effective effort to be responsive to the educational needs of service men and women. They recognize that the first responsibility of service personnel is to their service assignments and that the mobility and unpredictability of their duty assignments markedly reduce the availability of conventional instruction to them and work against their orderly pursuit of an educational program which of necessity must often be taken in several colleges or universities.

Thus colleges and universities genuinely responsive to the educational needs of service men and women are asked to subscribe to these criteria and policies and make every effort to see that they are applied--in instruction, in program advisement and counselling, in admission and transfer evaluation, in residency requirements.

Agreement to observe these criteria is requested for a two-year period to be subject to review in light of experience by the institution and the Servicemen's Opportunity College (SOC) designating agency.

CRITERIA

- | | |
|--------------------------------|---|
| Entrance Requirements | <p>I. A Servicemen's Opportunity College (SOC) will have liberal entrance requirements.</p> <ul style="list-style-type: none"> * A high school diploma or equivalency based upon appropriate scores in the General Educational Development Tests is an adequate educational credential for enrollment in a degree program except in those instances where further qualifications are required of all students for institutional admission or for entry into a particular degree program. * In those colleges not restricted by state or local regulations the above requirement may be waived and students evidencing unusual promise may be admitted despite lack of a high school diploma or equivalency certificate. * An Associate Degree awarded by an accredited¹ institution will be completely transferable where appropriate to the major baccalaureate degree program to be pursued. Requirements of the major program may in some cases call for additional work, but repeating previously completed work will be avoided. * In no instance will an individual be subjected to additional requirements because he or she is in service. |
| Increased Study Opportunity | <p>II. A Servicemen's Opportunity College provides opportunities for service men and women to pursue educational programs through a variety of traditional and non-traditional means--on campus and on base, in a variety of instructional modes or delivery systems and at times appropriate to their duty assignments.</p> |
| Completion of Interrupted Work | <p>III. A Servicemen's Opportunity College provides opportunities for service men and women to complete courses through special means or optional non-traditional modes especially when their course work is interrupted by military obligations.</p> |

¹When accreditation of the transferring institution is pending the receiving institution may recognize all or part of an individual's work on a case-by-case basis.

Special
Academic
Assistance

- IV. A Servicemen's Opportunity College provides special academic assistance to students in need of this assistance through:
- * The designation of a trained "servicemen's counsellor" who is available at times and in locations convenient to service men and women and who will assist them in program planning and guide them in their understanding of all educational options available to them within the criteria observed by Servicemen's Opportunity Colleges.
 - * The availability of tutorial services or similar learning assistance at times and in locations convenient to service men and women.
 - * The consideration of implementing PREP programs sponsored by the institution at the base.

Credit for
In-Service
Educational
Experience

- V. A Servicemen's Opportunity College will provide maximum recognition of educational experiences obtained in the Armed Services. It will maximize recognition of such experiences consistent with standards of the programs it offers by the granting of credit for or exemption from courses relevant to a student's degree program by such policies as:
- * The use of United States Armed Forces Institute (USAFI) courses.
 - * The use of the College Level Examination Program (CLEP), the College Proficiency Examination Program (CPEP), Advanced Placement (AP), institutional "challenge" examinations.
 - * The evaluation for credit of military educational experiences in accordance with their evaluation in the American Council on Education's 1968 Guide to the Evaluation of Educational Experiences in the Armed Services or by the Commission on the Accreditation of Service Experiences (CASE) evaluation service. (Credit recommendations for service educational experiences not included in the 1968 Guide may be obtained from CASE. A new Guide is to be available in June, 1974).
 - * The exemption from or credit for required health or physical education courses for service men and women who have had at least one year of active military service.
 - * The acceptance of such non-traditional learning modes for the major portion of lower division requirements where appropriate and for upper division requirements to the extent such modes may be available or appropriate.

Adaptable Requirements VI. A Servicemen's Opportunity College has requirements for in-residence or on-campus study including approval and sponsorship of a student's program which are adaptable to the mobility and special needs of service men and women.

- * Residency requirements based upon time spent on campus or minimum credits to be earned from the institution may be fulfilled at any time within their programs.
- * Residency requirements may be fulfilled by completion of any educational program sponsored by the institution whether offered on campus or off campus.
- * Special options to satisfy residency requirements will be made available to service men and women. Institutions may consider the following options:

Contract for Degree

- * A Contract for degree option may be made available to service men and women. They may contract with a Servicemen's Opportunity College at any appropriate time; usually the contract will be with the college of their initial enrollment. The college will designate an advisor, who will assist the service man or woman in contracting for a degree with the institution. The contract should specify the course of study to be pursued and appropriate learning options in accordance with the Four-Year Servicemen's Opportunity College criteria. Prior approval by the contracting institution will be required for work taken subsequently from another institution when the service man or woman is forced to transfer as a result of a change in duty assignment.

Adaptable Requirements

As long as the service man or woman is being effectively guided by his or her advisor, transfer of appropriate credits earned at other institutions back to the original institution will be permitted--in essence, a reverse transfer policy.

The institution agrees to provide a repository for all academic records of the individual. The contracting college will award the service man or woman the appropriate degree upon fulfillment of the contract.

Residence Requirements

- * The college may waive or eliminate residency requirements for service men and women.
- * Where residency requirements are restricted by state law, the college will make every effort to obtain an exemption for service men and women.

- | | | |
|-----------------------|-------|---|
| Transfer Policy | VII. | A Servicemen's Opportunity College has a transfer policy that is generous in recognition of traditional and non-traditional learning obtained at other institutions and will accept as a minimum for transferring service personnel the level of credit applied by all regionally accredited colleges in which they have been enrolled in comparable programs when validated by subsequent individual success in traditional study modes. |
| Liaison | VIII. | A Servicemen's Opportunity College is encouraged to provide for liaison with local Armed Forces representatives and other institutions serving the same base to provide appropriate coordination of the effort. |
| Promotion | IX. | A Servicemen's Opportunity College will publicize and promote its SOC policies by inserting them in its college catalog and by other appropriate means. |
| Continuing Commitment | X. | A Servicemen's Opportunity College will maintain its commitments to service men and women who enroll under these Criteria if for any reason it discontinues its status as a Servicemen's Opportunity College. |

Board of Visitors

May 17-18, 1974

Resolution CN-8

Enclosure _____

Page 1 of 1

APPROVAL OF ANNUAL FUND DRIVE

Christopher Newport College

After 13 years of service Christopher Newport College has several hundred alumni, many of whom retain a continuing interest in the growth and development of the College. There is also strong community support of the College in its efforts to develop as a comprehensive, urban institution of higher education. It is now timely and appropriate to provide an annual opportunity for alumni and friends of Christopher Newport to contribute to the financial support of the College.

Approval is requested to develop an appropriate organizational structure for the solicitation and management of contributions from an annual fund drive, and to conduct such a drive on an annual basis. It is understood that the assistance of the Office of Development of the College of William and Mary will be utilized in the implementation and coordination of this program.

BE IT RESOLVED, That the Board of Visitors of the College of William and Mary approves the development for Christopher Newport College of an organizational structure for the solicitation and management of contributions from an annual fund drive;

AND BE IT FURTHER RESOLVED, That the Board of Visitors approves an annual fund drive for Christopher Newport College which will be coordinated with the activities of the Office of Development of the College of William and Mary.

Board of Visitors

May 17-18, 1974

Resolution CN-9

Enclosure _____

Page 1 of 1

APPROVAL OF FUND DRIVE
TO CONSTRUCT DAY CARE CENTER
Christopher Newport College

During the past year Christopher Newport has provided day care services for children of college students on the Peninsula. The program is housed in the educational facilities of a church near the campus and has been well received by the community. The center is administered by a full-time Director, and it is licensed by the Commonwealth of Virginia. The CNC Day Care Center was established in response to a demonstrated need for child care services which would allow the parent or parents to enroll in college courses. The U. S. Department of Health, Education and Welfare has encouraged colleges to provide such services in order to increase accessibility to educational opportunities.

Preliminary research has indicated that a fund drive for the purpose of constructing a Day Care Center building on the campus would have strong community support.

Approval is requested to organize and conduct a fund drive for the purpose of constructing a Day Care Center on the campus of Christopher Newport College. It is understood that this project would be coordinated with the Office of Development at the College of William and Mary and with the Division of Engineering and Buildings.

NOW, BE IT RESOLVED, That the Board of Visitors of the College of William and Mary approves for Christopher Newport College a request to organize and conduct a fund drive for the purpose of constructing a Day Care Center on the campus of the College.

Board of Visitors

May 17-18, 1974

Resolution CN-10

Enclosure _____

Page 1 of 1
Attachment 9 pgs.

APPROVAL OF NEW DEGREE PROGRAM

IN THEATRE ARTS

Christopher Newport College

In consideration of the attached degree proposal, the submission of which has been approved by the Faculty of Christopher Newport College and for which planning approval has been granted by the staff of the State Council of Higher Education,

BE IT RESOLVED, That the Board of Visitors of the College of William and Mary approves for Christopher Newport College a new baccalaureate degree program in Theatre Arts.

CHRISTOPHER NEWPORT COLLEGE

Request for approval of new major program:

BACHELOR OF ARTS DEGREE IN THEATRE ARTS

A Letter of Intent was sent to the State Council of Higher Education in Virginia on June 1, 1973, by former Dean H. Marshall Booker of Christopher Newport College requesting planning approval to develop a Bachelor of Arts degree program in Communications: Theatre Arts. (HEGIS title and classification code number: Dramatic Arts: 1007). A letter was received from Mr. Gordon K. Davies dated July 3, 1973, acknowledging receipt of twenty-four copies of the Letter of Intent and stating that "Christopher Newport College should now proceed with its planning for a degree program in Communications: Theatre Arts." The letter stated further that, "The degree program should be reported to the State Council, including only the information requested in Section III. C. 1,2,4, and 10 of the document."

Subsequently, the department of Communications has attempted to clarify and make more precise its educational goals in order to plan more effectively its role in the development of meaningful long-range programs at Christopher Newport College. While the majority of its courses have been in speech, drama, cinema, creative writing, and journalism, the term "Communications" was always used in its broadest sense to mean the expression of ideas, ideals, and experiences through a variety of media or artistic expression. Other disciplines at the College shared or were closely related to these educational objectives. Thus, to avoid fragmentation and the creation of isolated disciplines developing in uncoordinated directions, on March 19, 1974, Dean Thomas Musial approved that the name of the department be changed to the department of Fine and Performing Arts, and that the department become the organizational home for all courses in art, cinema/photography, creative writing, mass media, music, speech, and theatre. In each of these areas the department is committed to helping students develop understanding, appreciation, and technique through an interplay of critical/historical study, personal introspection, and practical application. The current strength of the department is in areas related to drama, and it is thus appropriate that the first major degree program of the department be in Theatre Arts. In the future planning, we hope from this base in Theatre Arts to develop other majors in Art and Music but plan to test their viability through the introduction of minor programs before submitting any additional major programs for approval. We plan further to cooperate within the Consortium in these future plans. However, we believe that we have the resources at our own institution for a major program in Theatre Arts which the Consortium can augment.

More specific objectives of the new Theatre Arts program are:

1. To develop a producing/educational Theatre Arts program focused on and responsive to the College and its larger community.
2. To evolve a curriculum that focuses on the individual needs of the students.
3. To use all production and teaching to create an awareness of the theatre arts as they constantly redefine forms and purposes.
4. To train multi-faceted theatre people not only for the theatre they will meet upon graduation but for the theatre of the future. To make them sufficiently aware of the evolutionary principles of theatre arts so that they will be able to adapt to and lead the theatre of the following decade.

5. To bring all the arts cooperatively and dynamically into the Theatre Arts program.
6. To create a cultural climate on the Peninsula for the performing arts by the following means:
 - free performances and workshops whenever possible.
 - professional-student-community mix in productions.
 - open use of our theatre and facilities by community opera, theatre, music, and dance groups.
 - help for community groups in planning and executing performances whenever help is solicited by these groups.

The department already has made important strides in developing a cultural-educational climate for the performing arts on campus. For example:

1. The Norfolk Theatre Company is in residence at the College. This year they have performed one EDUCATRE Theatre Series:

Charley's Aunt
Hamlet
Rosencrantz and Guildenstern Are Dead
Waiting for Godot.

2. The Peninsula Ballet Company is in residence at the College.
3. The Peninsula Civic Opera Society performed its most recent opera at our new Campus Center Theatre and the group has plans to use our theatre exclusively in the future.
4. The Peninsula Community Theatre has negotiated for use of our theatre for four shows next year.
5. The Christopher Newport College Choir has presented two programs in choral music this year.
6. Other music groups and film groups have scheduled events in our theatre. Full cooperation with these groups and others is our goal.

The department has also moved in another direction away from the College and into the surrounding communities. CNC Players presented three performances of Moliere's The School for Wives (Richard Wilbur's verse translation) at the Norfolk Theatre Center in May. All performances of this show, four in Newport News and three in Norfolk, were free to the public. The production was partially funded by a grant from the Commission of Arts and Humanities. Letters were sent to all local high schools and colleges inviting students to attend any of four performances at Christopher Newport College. Similar invitations were issued to Norfolk high schools and colleges for the three Norfolk performances.

Activities such as these offer evidence that Christopher Newport College can maintain a strong supporting environment for the Theatre Arts program.

Theatre Arts majors will be required to take all of the usual College liberal arts requirements for the bachelor's degree; they will take elective courses in dramatic literature and in a variety of creative art forms; and they will take a

concentration of specialized major courses. Thus, as the department conceives of the major, the student will be assured of a sound liberal education, a broad awareness of different forms of artistic expression, and a specialized competence in the arts of the theatre.

The department of Fine and Performing Arts thus respectfully submits the details of this major program, and asks the approval of the Board of Visitors of the College of William and Mary and the State Council of Higher Education in Virginia.

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I. Program Classification

- A. Institutional name of proposed new program:
THEATRE ARTS.
- B. HEGIS title and classification code number by which degrees awarded in the program will be reported:
DRAMATIC ARTS: 1007.
- C. Academic area or field of study, department, school and college involved.
Field of study: Theatre Arts.
Department: Department of Fine and Performing Arts.
College: Christopher Newport College.
- D. Sub-specialties or areas of concentration included:
Theatre Arts students must study acting, directing, and design. They must have a primary concentration in one, a secondary concentration in another, and a tertiary concentration in a third area. The program also requires that students take cognate Theatre Arts courses in music and art. Twelve hours of study in dramatic literature are strongly recommended.
- E. Title of degree to be conferred.
BACHELOR OF ARTS IN THEATRE ARTS.

II. Program Description.

All courses for the new program have been approved by the Faculty of Christopher Newport College.

- A. Existing courses that have already been taught and that will be incorporated in the new program:

111. Introduction to the Theatre.
112. Introduction to Technical Production.
113. Acting I.
114. Acting II.
218. Basic Design. (Cross-listed as Fine Arts)
326. Creative Dramatics.
395. Special Topic: History of the American Theatre.

Additional courses to be taught in Summer 1974:

224. Music Theatre.
427. Individual Projects.

New courses to be introduced in Fall and Spring semesters of 1974-75:

- 223. Improvvisational Techniques.
- 318. Scenography.
- 320. Anatomy for the Performer: Make-up and Mask.
- 321. Life Drawing. (Cross-listed as Fine Arts)
- 322-324. Direction.

B. New courses required to establish the program.

- 213. Intermediate Acting: Realism and Naturalism.
- 214. Movement and Pantomime.
- 219. Design Construction I. (Cross-listed as Fine Arts.)
- 313. Advanced Acting: Accents and Dialects.
- 319. Design Construction II. (Cross-listed as Fine Arts.)
- 358-359. Playwriting I and II.
- 411. Criticism I: Visual Conventions.
- 412. Criticism II: Auditory Conventions.
- 414-415. Styles of Acting/Directing/Design I and II.
- 428. Research Projects.
- 490. Senior Seminar.

(Many of these courses will be taught on alternate years.)

C. Agreement for use of external resources.

None needed. Campus Center has an exceptionally fine theatre facility which is well-equipped. Facility has observation room, costume room, rehearsal room, scene shop, storage room, and power tools. Classroom and studio space is provided to meet other instructional needs.

IV. Time Schedule.

A. Date of approval by governing board of institution.

Proposal is here submitted to the Board of Visitors of the College of William and Mary for consideration at its meeting in May of 1974.

B. Date of planning approval by State Council of Higher Education.

July 3, 1973. (Letter signed by Mr. Gordon K. Davies.)

C. Proposed date of establishment and enrollment of first students.

Students are already enrolled in existing Theatre Arts courses. Fifteen students are ready to declare a major in Theatre Arts if approval is granted. Others contemplate that decision.

D. Target date for awarding first degrees.

May, 1976.

(Two students may be ready for degrees in May, 1975. They will have been enrolled in Theatre Arts courses for five semesters plus two summers by that time. Careful scheduling of classes will be necessary to make this target date possible.)

X. Cost.

- A. Estimate and itemize basis of total additional costs for each of the first three years of operation.

Funds required	<u>\$4,000.00</u>	<u>\$12,200.00</u>	<u>?</u>
	Beginning year. 1974-75	Second Year. New cost. 1975-76	Third Year. New Cost. 1976-77
New faculty			
Number	1/4 *	1	? **
Amount	<u>\$3,000.00</u>	<u>\$11,000.00</u>	<u>?</u>
Equipment and Supplies	<u>\$500.00</u>	<u>\$500.00</u>	<u>\$500.00</u>
Library	<u>\$500.00</u>	<u>\$500.00</u>	<u>\$500.00</u>
Computer	<u>x</u>	<u>x</u>	<u>x</u>
Student	<u>x</u>	<u>\$200.00</u>	<u>\$200.00</u>
Other needs	<u>x</u>	<u>x</u>	<u>x</u>

*A full-time faculty member will be employed in Fall of 1974 to teach Art courses. One-fourth of time of this professor can in a sense be charged to Theatre Arts because he will teach courses required for a Theatre Arts major. These courses, however, are also Art courses and have an enrollment of students not involved in Theatre Arts program.

**A full-time professor to teach Theatre Arts will be employed either in the year 1975-76 or in the year 1976-77. Subsequent new positions will depend on enrollment.

At the present time, one full-time professor teaches Theatre Arts. One professor devotes part of her teaching time to Theatre Arts. The new Art professor will teach the art-based courses. One more full-time professor in Theatre Arts will be added in 1975-76 or 1976-77.

Further needs will be met by adjunct faculty until enrollment warrants another position.

DEGREE REQUIREMENTS AND LISTING OF COURSES

The student seeking a Bachelor of Arts degree in Theatre Arts has the following requirements and choices:

General Distribution Requirements for a B.A. Degree:

English 101-102.	6 credits
Foreign Languages	0-14 credits
Humanities	6 credits
Math or Philosophy	4-6 credits
Natural Sciences	8-10 credits
Social Sciences	8-12 credits
Physical Education	2 credits

Effective September, 1972, College regulations permit a student to waive one of the basic distribution requirements with the exception of English 101-102.

Special Requirements for a Bachelor of Arts Degree in Theatre Arts:

- 111. Introduction to the Theatre.
- 112. Introduction to Technical Production.
- 113. Acting I.
- 218. Basic Design.
- 223. Improvisational Techniques.
- 323. Direction I.
- 320. Anatomy for the Performer: Make-up and Mask.

Plus 21 additional hours in Theatre Arts of which 15 shall be in upper-level courses: 12 in primary concentration (acting, directing, design)
6 in secondary concentration (acting, directing, design)
3 in tertiary concentration (acting, directing, design)

12 hours in Dramatic Literature from among the following courses are strongly recommended:

- English 327. Major Dramas of the Modern World.
- English 421, 422. Shakespeare.
- Classical Studies 303, 304. Classical Drama.
- French 361. Seventeenth Century French Drama.
- French 382. Nineteenth Century French Poetry and Drama.
- French 492. Twentieth Century French Poetry and Drama.
- Spanish 363. Drama of the Golden Age.
- Cinema 336. Cinema Since 1945 (or other 395 Special Topic Cinema course.)

Electives strongly recommended: Foreign Languages for potential for voice and literature.
Speech for the development of the vocal mechanism.
Music.

COURSES AND THEIR DESCRIPTIONS:

- 111. Introduction to the Theatre. Three credits.
A consideration of the materials of creative expression in drama, an appreciation of the playwright's work and how his script is brought to fruition in production. The focus will be on the principles of dramatic interpretation--direction, acting, and technical design.
- 112. Introduction to Technical Production. Three credits.
Study and practice of technical components of the theatre: costuming, lighting, sound, make-up, properties, stage rigging, and scene design, construction and painting.
- 113-114. Acting. Three credits each semester.
Critical analysis and appreciation of acting developed by lectures, reading, and discussion, and the presentation of individual and group scenes. Development of the essentials of the actor's craft: concentration, observation, imagination, characterization.

213. Intermediate Acting: Realism and Naturalism. Three credits.
An in-depth study of realistic acting techniques, particularly modern interpretations of the Stanislavsky method. Students will perform a wide range of realistic scripts ranging from the early works of Chekhov and Ibsen to modern drawing room comedy.
214. Movement and Pantomime. Three credits.
Development of the kinetic capacities of the performer. Movement is studied as a communication device preparatory to further development into the area of pantomime.
218. Basic Design. Three credits. (Cross-listed as Fine Arts.)
Introduction to basic design. Formal critical analysis and practical studio application with specific problem-solving relative to theatrical design.
219. Design Construction I. Three credits. (Cross-listed as Fine Arts.)
A basic course in the materials and techniques of three-dimensional expression from an additive approach. Theoretical and practical applications. Required of all students with design emphasis.
Prerequisite: Communications 218 or consent of instructor.
223. Improvisational Techniques. Three credits.
A study of non-scripted theatrical forms and practices. In addition to theatrical application, the value and function of improvisation as a teaching device in other disciplines will also be investigated.
224. Music Theatre. Three credits.
The study and practice of performance techniques of the opera, musical comedy and revue. Emphasis is placed on the special problems of staging musical performance, book execution, effective presentation of the musical number.
313. Advanced Acting: Repertory Techniques. Three credits.
Study and practice of advanced acting techniques and repertory techniques. Emphasis is placed on philosophy of repertory theatre, ensemble performance, and other factors peculiar to repertory theatre.
Prerequisite: six hours of acting which might include Movement and Pantomime, and Music Theatre.
314. Advanced Acting: Accents and Dialects. Three credits.
An introduction to and study of the various accents and dialects the actor needs to be able to perform in the modern theatre. The nature and peculiarities of the accent/dialect will be studied prior to practice in use of the accent.
Prerequisite: six hours of acting courses.
318. Scenography. Three credits.
Integration of concepts and practices studied in the first two years of design curriculum. Emphasis is placed on total production design: settings, lights, costumes, properties, sound.
319. Design Construction II. Three credits. (Cross-listed as Fine Arts.)
Advanced manipulation of three dimensional materials from an additive approach. Invaluable for study of setting and lighting design.
Prerequisite: Design Construction I.

320. Anatomy for the Performer: Make-up and Mask. Three credits.
The study of human anatomy, its structure and movement, relative to the performer. In-depth study of the head leads to the study of make-up and mask techniques. The rest of the body is studied relative to stage movement and dance and costume.
321. Life Drawing. Three credits. (Cross-listed as Fine Arts.)
Introduction to drawing techniques and materials with emphasis on the human figure. Invaluable for emphasis in costuming, mask, and make-up.
Prerequisite: Communications 218 or consent of instructor.
- 323-324. Direction. Continuous course: Three credits.
Study and practice in the principles of choosing the play, casting, rehearsals and performance. Special emphasis on direction of one-act plays.
Prerequisites: Communications 111 and 112.
326. Creative Dramatics. Three credits.
Examination of special methods of constructing theatrical events with and for children. Emphasis is placed on development of the imagination and communication abilities of the child, both in the theatre and the classroom. (Cross-listed as Education.)
- 358-359. Playwriting I and II. Three credits each semester.
Study and practice of writing for the theatre. Accepted styles of dramaturgy may be studied with a particular eye to the evolution of style. Student works will be read in class for evaluation and criticism; student will be expected to complete one full-length or two one-act plays per semester.
Prerequisites: twelve hours of theatre courses.
411. Criticism I: Visual Conventions. Three credits.
The study of those visual elements which comprise the theatrical aesthetics. Conventions, such as use of the mask, are traced through theatrical history with special emphasis on historical change in use of these conventions. Open only to upper-class majors.
412. Criticism II: Auditory Conventions. Three credits.
The study of those auditory elements which comprise the theatrical aesthetics. Conventions, such as use of verse, are traced through theatrical history with special emphasis on historical change in use of these conventions. Open only to upper-class majors.
- 414-415. Styles of Acting/Directing/Design I and II. Three credits each semester.
Each course is an in-depth study of one of the major acting styles of western theatre. Each begins with a study of the literary values that form the style, and how these literary values are transferred into performance. Class projects include laboratory production in the style. Acting, directing, and design emphasis. Each student approaches class work in terms of his major emphasis. The following styles will be included for study (on a rotating basis) for Styles I and II: Greek, Elizabethan, Comedia del'arte, Neoclassical, Restoration, Romantic, Expressionist, Early Realistic, Naturalistic, and Theatre of the Absurd.
Prerequisites: six hours of acting.

427. Individual Projects. One to three credits depending on the size and scope of the project.
Individual performance/construction projects under the guidance of a faculty member. Available only to students with upper-class standing and with permission of department chairman.
428. Research Projects. One to three credits depending upon the project.
Library research projects on aspects of the development of dramatic art. Credit is received for a written, notated paper on the determined project. Only students of upper class standing who have obtained permission of the department chairman are eligible for the course. Each project will be supervised by a faculty member through weekly meetings with the students.
490. Senior Seminar. Three credits.
Senior students from acting, directing, and design emphases will spend two semesters each under the guidance of two different faculty members to devise and execute a group project. The project will be determined by the students and each will participate/contribute through his personal area of emphasis. Required of all majors.