



**WILLIAM & MARY**  
**PROFESSIONALS &**  
**PROFESSIONAL FACULTY ASSEMBLY**

**November 5, 2021**

**MEETING AGENDA: 9.00am-10.00am**

**PPFA Members:** *x denotes member was present and - denotes member was not present*

Anderson, Ginia	X	Joseph, Jacob	X	Palacios, Melissa	X
Armstrong, Suzie	-	Koenigsmann, Emrys	X	Pettigrew, Melissa	-
Belback, Teresa	X	Leung, Jennifer	X	Russell, Tim	-
Davis, Tamekka	X	Lewis, Nasha	X	Smith, Sarah	-
Erb, Ruth	X	Locks, Taylor	X	Zawoyski, Ali	X
Frey, Jonathan	-	MacAleese, Elizabeth	X	<i>Non-voting</i>	
Hummel, Julie	X	Milholland, Anna	X	<i>Mauer, Mariellynn</i>	-
		Owens, Shene	X	<i>White, Shannon</i>	X

**Present:** A maximum of 75 persons total were present on the Zoom web call

- I. Welcome & Introductions (Call to order: 9:04 am)
- II. Agenda: Review and approve (approved by unanimous consent)
- III. Guest Speaker: Brian Mann, Athletic Director (20 minutes)
  - a. Sees Athletics as integral to the Strategic Plan and furthering the institution mission
  - b. How do you envision moving forward with different parts of the university, aside from Academic Affairs?
    - i. Student Athlete Development - growth of the whole person and leaning on campus partners to achieve that through intentional programs and partnerships
  - c. How are varsity programs prioritized (following the Title IX and W&M Seven)
    - i. In this to create opportunities for students
    - ii. Identified 11 treatment areas for improvement in the recent review
    - iii. Kaplan Renovation is one way to improve equity for athletes
  - d. New campaign - what will this be focused on
    - i. Kaplan Arena renovation (hoping to break ground in Spring 2022)
    - ii. Annual Giving - sport by sport support
    - iii. Endowment - long-term support/resources for financial future
  - e. What can we do for you? To help you be successful?
    - i. Watch his back - let him know about missed or upcoming opportunities
    - ii. Help the student athletes (attending events, checking-in on them)
    - iii. Invite Athletics into our space, this relationship isn't a one way street.
    - iv. Let's work on a PPFA day for a game
      1. Shannon - what sport would folks be interested in? Put it in Chat
        - a. 4 - football, 8 - basketball, 10 any sport
        - b. Other ideas - one would prefer post pandemic, one suggested an all-access pass idea for faculty/staff
- IV. Minutes: Review and approve October Minutes



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- a. October 2021 minutes: motion - Koenigsmann; second - Owens; motion passed
- V. Committee Reports
  - a. Executive Committee (Officers and Committee Chairs)
    - i. Executive Committees of PPFA and SA met on 10/15 to discuss moving forward with the Development Support Fund
      - 1. Fund was not active last FY due to budget restrictions
      - 2. Funded at \$25K for FY22
      - 3. Managed in collaboration with Babs Bengston, Human Resources
      - 4. Seeking to update the process to ensure equitable allocation and reducing barriers (reviewing historical awards, surveying committee members previously involved in the process)
    - ii. Executive Committees of PPFA and SA met on 10/21 with John Little, Rector of the Board of Visitors
  - b. Academic – Anna Milholland (Chair)
    - i. Tech Day - partnership between Mason School of Business and Cohen Career Center
    - ii. FGLI Ice Cream Social 11/8 3-4pm- register online [https://wmsas.qualtrics.com/jfe/form/SV\\_emOKdR94MVUAZIW](https://wmsas.qualtrics.com/jfe/form/SV_emOKdR94MVUAZIW)
    - iii. Washington Center celebrated 20<sup>th</sup> Anniversary on 11/4
    - iv. Provosts Office hiring Associate Provost for Faculty Affairs & Development
    - v. If you are interested in participating in this committee, reach out to Anna ([anna.milholland@mason.wm.edu](mailto:anna.milholland@mason.wm.edu))
    - vi. Academic Committee meets the first Wednesday of the month, 11am-noon
      - 1. November meeting will be a different date - coming soon
  - c. Administrative – Jacob Joseph & Nasha Lewis (Co-Chair)
    - i. If you are interested in participating in this committee, reach out to Jacob ([jdjoseph@wm.edu](mailto:jdjoseph@wm.edu)) or Nasha ([nlewis@wm.edu](mailto:nlewis@wm.edu))
    - ii. Committee meets at 10am on the 2<sup>nd</sup> Friday of each month
    - iii. During this academic year, the committee plans on reviewing the university's grievance policy
  - d. Communication – Melissa Palacios (Chair)
    - i. Committee meets the 3<sup>rd</sup> Wednesday of each month
    - ii. If you have an event you would like assistance with promoting, please fill out the "[PPFA Events and Happenings Communications Intake Form](#)"
      - 1. Comms can advertise committee meetings
    - iii. Upcoming priority - preparing for next election cycle, starting in January
    - iv. Point People: Point People: Group Organizer – Melissa Palacios, Announcement Manager - Suzanne Armstrong, Visual Manager - Julie Hummel, Web Manager - Jennifer Leung, Social Manager - Sarah Smith
  - e. Membership – Taylor Locks (Chair)



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- i. If you are interested in participating in this committee, reach out to Taylor ([tvlocks@wm.edu](mailto:tvlocks@wm.edu))
- ii. Upcoming Breakrooms - November 17 @ noon and December 15 @ noon
- iii. End of the semester social event - send Taylor some feedback/thoughts
  - 1. In-person or virtual?
  - 2. Timing?
- iv. Welcome all new PPFs!
- f. Professional Development – Melissa Pettigrew & Teresa Belback (Co-chairs)
  - i. Mane Pada has joined the team to align efforts with HR and the PD committee
  - ii. Focusing efforts on equity in PD accessibility - technology resources, communication of offerings, etc.
  - iii. October’s “Nourishing Greatness” with Phillip Wagner was a success!
    - 1. Recording available in Cornerstone
  - iv. December’s “Nourishing Greatness” will focus on self-care ahead of the winter holiday season. More to come!
  - v. If you know of a speaker that would like to contribute to our “Nourishing Greatness” series, please let us know!
- VI. Additional Campus wide committee Reports
  - a. Travel/travel policy - Financial Ops is encountering a lot of folks who have forgotten the rules. There will be some upcoming training session about Travel rules and regulations
- VII. Old Business
  - a. None
- VIII. New Business
  - a. Updates on Administrative Announcements or Decisions (Shannon)
    - i. Carry forward of Leave Time extended by 80 hours (was 240, now 320)
    - ii. Divisions of the University (academic and non-academic) are responding to President Rowe’s email (Sept 28) regarding Vision 2026 (Strategic Planning)
    - iii. Messages from COO, Amy Sebring
      - 1. Employee Assistance Program (10/12)
      - 2. Plastics & waste guidance related to Executive Order 77 (10/20)
      - 3. Budget Update (10/21)
      - 4. COVID Updates
        - a. Spring Vaccination deadlines (10/19)
        - b. Shift in CDC guidance around testing and VA Dept of Health indication of Higher Ed eligibility for COVID Booster shots (11/3)
    - iv. Legal Resources open enrollment through Nov 22 (11/3 email)
    - v. Mandatory training in Cornerstone (Emergency Management and Cyber Security awareness) due Jan 7 (Tip - get them off your plate before winter break!)
    - vi. Ombuds services are always available
    - vii. Employee Assistance Program is always available



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- b. Upcoming Board of Visitors meeting
  - i. November 18 & 19
  - ii. Meeting materials will be posted on the website (pre-reads, agenda, meeting presentations - post meeting)
  - iii. Is there anything you would want the BOV to know? (Chat Shannon or email shwhite@wm.edu)
- IX. Announcements:
  - a. News and Updates from PPF's around campus
    - i. The Black Faculty & Staff Forum will have an interest meeting on Tuesday, November 16th from 11:00 AM - Noon via Zoom. Come meet current officers and discuss challenges facing W&M's Black community. Let's revamp and refresh W&M's Black faculty & staff affinity group. This meeting is open to BIPOC faculty and staff, as well as allies. See flyer and register at:  
<http://tinyurl.com/WMBFSFInterestMeeting>
  - b. Next PPFA Meeting, December 3 Meeting 9am; Zoom unless otherwise notified
  - c. Upcoming PPFA Meetings (all 9-10am) - January 7<sup>th</sup> and February 4<sup>th</sup>
- X. Adjourn (9:57am)
  - a. motion - Lewis; second - Belback