



WILLIAM & MARY
PROFESSIONALS &
PROFESSIONAL FACULTY ASSEMBLY

April 1, 2022
MEETING MINUTES

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

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

Present: A maximum of 74 persons total were present on the Zoom web call

- I. Welcome & Introductions (meeting called to order 9:04am)
- II. Agenda: Review and approve (vote by unanimous consent)
- III. Minutes: Review and approve February and March Minutes
 - a. February and March - Motion - Armstrong; Second - Anderson; motion passes
- IV. Guest Speaker: Amy Sebring, Chief Operating Officer
 - a. Master Plan Update
 - b. Adopted in 2015 - key goals: maximize student learning and developmental experience; increase efficiency of learning and service delivery; create a more efficient and effective work environment; minimize capital costs O&M, and energy usage
 - c. Envisioned improvements to more than 20% of existing space
 - d. Plan addressed major campus needs in geographic areas aka neighborhoods
 - i. Academic and Historic Campus - no major changes planned, but have renovated chancellors, added ADA ramp to Wren, built Hearth, Legacy Garden and Reveley Garden
 - ii. South Campus (focused on arts and sciences) - demolish Millington, construct West Utility Plant, construct ISC4, renovate PBK Hall, construct new music building, expand Muscarelle
 - iii. Central Campus (focused on student and alumni life) - Zable Stadium expansion, Sadler Center expansion, Integrative Wellness Center, Alumni House expansion
 - iv. Athletics - Tennis courts, Field Hockey Center, Dillard demolition, Kaplan renovation and new Sports Performance Complex
 - v. Law School - Hixon Center for Experiential Learning; demolition of endocrinology lab
 - vi. Not included in original plan - Shenkman Jewish Center, Munford Plaza, Swem Plaza, Entrepreneurship Hub



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- e. Summary
 - i. 18 projects completed
 - ii. 10 in progress (adding 421k GSF and renovate 71k)
 - iii. Once completed GSF will exceed 2015 Master plan goals of new/renovated GSF
 - iv. Future projects still under contemplation
 - 1. Renovations to Ewell, Andrews, McGloghlin-Street, Washington
 - 2. Campus Center
 - 3. Upgrades to housing and dining
 - 4. Enhancements to Dillard Complex/Montgomery Field
 - 5. Replace Boswell, demo Jones
 - 6. Demo/replace endocrinology lab
 - f. Looking beyond 2015 Master Plan
 - i. Winter 2022 - Vision 2026
 - ii. Spring 2022 - Housing and Dining Master Plan
 - iii. 2023 - Learning Spaces Master Plan
 - iv. 2025 - The Next Campus Master Plan
- V. Committee Reports
- a. Executive Committee (Officers and Committee Chairs)
 - i. Committee updates and coordination were the focus of the meeting
 - 1. Elections close April 4
 - 2. Grievance Policy vote at the next meeting - quorum will be important
 - ii. PPFA and Staff Assembly Presidents have requested the VPs begin joining in on the upper level meetings with Senior Administration, Cabinet +, etc. Have also suggested this be standardized as practice throughout the Presidency/Vice Presidency for all three Assemblies for continuity and building sustained relationships
 - iii. Bereavement policy (heavy lifting by Staff Assembly) discussions are being held by Sr. Administration
 - iv. Thanksgiving closing request by Staff Assembly and PPFA (letter sent by Presidents)
 - b. Academic – Anna Milholland (Chair)
 - i. If you are interested in participating in this committee, please reach out to Anna at anna.milholland@mason.wm.edu
 - ii. Committee meetings are held on the first Wednesday of each month 11am-noon
 - iii. The Academic Committee will meet on April 6th at 11am; the focus of the meeting will be on the AY 2022-2023 calendar changes
 - iv. [2022 Teaching and Learning Symposium](#) will be held on April 28th
 - v. Hard Hat tour of Sadler is on hold (possible summer or virtual tour)
 - c. Administrative – Nasha Lewis (Chair)



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- i. If you are interested in participating in this committee, please reach out to Nasha (nlewis@wm.edu)
 - ii. The Administrative Committee meets at 2pm on the 4th Thursday of each month; the next meeting will be on Thursday, April 28th
 - iii. The Administrative Committee has updated the university's grievance policy.
 - 1. Comments open til April 15th
 - 2. Vote will be to move it to HR policy committee and Legal Counsel
 - d. Communication – Melissa Palacios (Chair)
 - i. This committee meets on the 3rd Wednesday of the month; and collaborates regularly via Teams
 - ii. Current projects include
 - 1. Communications for the current elections cycle - Vote by Monday, April 4th!
 - 2. Advertising “Nourishing Greatness” series. Next Up: Resource Roundup with Librarian Jessica Ramey on Wednesday 4/13 at noon
 - 3. Promoting PFFA social media presence (follow us on Instagram @wmpffa)
 - e. Membership – Taylor Locks (Chair)
 - i. Elections are open until Monday, April 4 @ 5pm
 - ii. We do have a one year term position available, so if you are interested, reach out to Taylor
 - iii. We are working on some summer social opportunities and time to connect - stay tuned for more information; if you are interested in planning social opportunities, reach out to Taylor
 - f. Professional Development – Melissa Pettigrew & Teresa Belback (Co-chairs)
 - i. Remember to check Cornerstone for the latest Nourishing Greatness recordings
 - ii. Resource Roundup - W&M Libraries
 - 1. Think the library is just for students? Think again! During this “Nourishing Greatness” event, we’ll “walk” through W&M Libraries with Instruction & Research Librarian, Jessica Ramey, to learn all about the spaces, services, and resources available to W&M employees. So bring your lunch and your questions - we promise not to shush you(!), as we meet in Zoom for this informative presentation on April 13th at noon. Be sure to register in advance - link in the Digest.
 - iii. If you would like to recommend someone to host a Nourishing Greatness talk or a good Resource Roundup, please let Melissa and Teresa know.
 - iv. Next committee meeting is Wednesday, April 6th at 10am. Contact Melissa (mdmarshall@wm.edu) or Teresa (tbelback@wm.edu) if you are interested in joining or if you have any ideas/suggestions!
- VI. Additional Campus wide committee Reports



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- a. Parking meeting - did not vote to allow students to upgrade parking, discussed space allocations
- VII. Old Business
 - a. None
- VIII. New Business
 - a. Recent Administrative Announcements or Decisions
 - i. Masking mandate lifted but you are welcome to continue to be masked
 - 1. Professors/department heads can't mandate/require masking; recommended verbiage is "encourage" when asking people to remain masked
 - ii. Update of password for Open Enrollment (see HR email Wednesday, March 30th about Cardinal Human Capital Management)
 - iii. Open Enrollment May 2-16; drop-in sessions are scheduled for assistance
 - iv. BOV meeting is coming up in late April; staff liaison report due by Monday
 - b. Board of Visitors
- IX. Announcements
 - a. News, Questions or Concerns from PPFs
 - i. Mentoring Program - TONE to help new colleagues transition into new roles
 - 1. Tribe Connectors work to connect and new staff - Mane is looking for volunteers to serve in this role, 90 day commitment
 - ii. Financial Aid sent out 2167 aid offers this week to newly admitted students; will be working on returning students next
 - iii. One Tribe One Day - April 12th. Help spread the word on social media. There will be a carnival in the Sunken Garden.
 - iv. Library is hosting a writers retreat for students
 - v. Washington Center is still in the process of moving, will be planning Faculty/Staff visit - be on the lookout for information
- X. Adjournment (Meeting adjourned at 9:59am)
 - a. Motion - Lewis; Second - Russell

Next PPFA Meeting – May 6, 2022 9:00-10:00am

https://cwm.zoom.us/meeting/register/tJYqduCqrz8tEtPfTkb8jFGS_gey9EB0_Vp9

***The link for meeting registration will be the same URL used throughout the 2021-22 year for PPFA meetings. Once you register, you can download all meetings to your calendar they will include the Zoom URL. Any changes from Zoom to in-person meetings will be announced in advance.*