



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

**March 4, 2022**  
**MEETING MINUTES: 9.00am-10.00am**

**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	-	Zawoyski, Ali	x
Frey, Jonathan	-	MacAleese, Elizabeth	-	<i>Non-voting</i>	
Hummel, Julie	x	Milholland, Anna	x	<i>Mauer, Mariellynn</i>	x
		Owens, Shene	-	<i>White, Shannon</i>	x

**Present:** A maximum of 40 persons total were present on the Zoom web call

- I. Welcome & Introductions (Called to order: 9:02am)
- II. Agenda: Review and approve (vote by unanimous consent)
- III. Minutes: February minutes will be approved at the April PPFA meeting
- IV. Committee Reports
  - a. Executive Committee (Officers and Committee Chairs)
    - i. Upcoming elections - important information will be shared in the Membership report
      1. Have two additional positions, on top of regular 7 annual positions to fill this year, total of 9 vacancies.
    - ii. Update on joint committees and events with Staff Assembly
      1. Development Funds cross assembly work update, Fund created by BOV, process of distribution was confusing, asking to carryover funding from this year to next fiscal year
      2. Leadership Panel with Staff Assembly and HR, opportunity to talk about what it is like to serve on assemblies
  - 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](mailto:anna.milholland@mason.wm.edu)
    - ii. Committee meetings are held on the first Wednesday of each month 11am-noon
    - iii. The Academic Committee will not meet this month (March); the next meeting will be on April 6<sup>th</sup> at 11am
    - iv. [2022 Teaching and Learning Symposium](#) will be held on April 28<sup>th</sup>
    - v. Dean (for Mason) Search is taking place right now
  - c. Administrative –Nasha Lewis (Chair)



# WILLIAM & MARY

## PROFESSIONALS & PROFESSIONAL FACULTY ASSEMBLY

- i. If you are interested in participating in this committee, please reach out to Nasha at [nlewis@wm.edu](mailto:nlewis@wm.edu)
- ii. The Administrative Committee meets at 2pm on the 4<sup>th</sup> Thursday of the month
  1. The next meeting will be on March 24<sup>th</sup>
- iii. The committee is updating the university's grievance policy and hopes to have it available for PPF comment in late April
- d. Communication – Melissa Palacios (Chair)
  - i. This committee meets on the 3<sup>rd</sup> Wednesday of the month; and collaborates regularly via Teams
  - ii. If you have an event and would like assistance promoting it, please fill out the [PPFA Events & Happening Communications Intake Form](#)
  - iii. Current projects include
    1. Posting communications about the upcoming election
    2. Advertising “Nourishing Greatness” series and “W&M Professionals Week”
    3. Evaluating PPFA social media presence (follow us on Instagram @wmpffa)
- e. Membership – Taylor Locks (Chair)
  - i. Nominations and Elections Cycle
    1. Nomination deadline has been extended til noon on March 4<sup>th</sup>
    2. Self-nominations are encouraged
    3. Next steps - publication of candidates for review, ballots open, voting closes at the end of March, newly elected representatives will be introduced in April and participate in orientation
- f. Professional Development – Melissa Pettigrew & Teresa Belback (Co-chairs)
  - i. February's “Nourishing Greatness” featuring Michael Steelman from University Advancement was recorded and is now available on Cornerstone; search “Nourishing Greatness”
  - ii. April's “Nourishing Greatness” will feature guests from Swem Library; tentative date is April 6<sup>th</sup>. Look for announcements in the Digest.
    1. Hoping to learn more about and share different resources on campus available for PPFs
  - 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.
- V. Additional Campus wide committee Reports
- VI. Old Business
  - a. Board of Visitors meeting update from Staff Liaison
    - i. Met Charter Day Weekend, including multi-board meeting (Alumni Board, Foundation Board)
  - ii. Vision 2026 plan was unveiled at multi-board meeting



# WILLIAM & MARY

## PROFESSIONALS & PROFESSIONAL FACULTY ASSEMBLY

- iii. Updates on construction projects, including hard hat tour of Sadler West; if PPF's are interested in a tour, Shannon will look into the possibilities
  - iv. Lots of updates at this meeting
  - b. Charter Day honorary degrees (Questions received)
    - i. Honorary degrees to governors - this is a tradition;
    - ii. Additional goal - getting them on campus early in their term encourages them to start the conversation/share views of higher ed (during campaign focus is on K-12 education, not higher ed)
  - c. Joint email from PPFA & SA Presidents (Feb)
    - i. Any questions or concerns regarding the joint email or topics of remote work and/or university closings?
      1. [Inclement weather policy](#)
      2. [Emergency closing policy](#)
- VII. New Business
- a. Recent Administrative Announcements or Decisions
    - i. [Vision 2026](#) shared over Charter Day weekend (March 7 @ 4pm, Sadler Center Chesapeake Room - in person meeting)
      1. Three goals, four initiatives
      2. 2026 is intentional
        - a. connection to 1776, focus on democracy
        - b. Expecting demographic cliff for student enrollment and impact on university
    - ii. Masking decision making (see COO Sebring emails)
    - iii. Mandatory Diversity, Inclusion and Belonging Training in Cornerstone - March 18<sup>th</sup> deadline
- VIII. Announcements
- a. National Employee Appreciation Day
    - i. Supervisors, please thank your staff
  - b. Staff Assembly nominations are open right now March 1-19, please nominate staff members
  - c. [Employee Equity and Belonging Collective](#) is holding first Community Conversation
- IX. Adjournment (9:40am)
- a. Motion - Lewis; second - Hummel

Next PPFA Meeting – General Meeting April 1, 2022 9:00-10:00am

[https://cwm.zoom.us/meeting/register/tJYqduCqrz8tEtPfTkb8jFGS\\_gey9EB0\\_Vp9](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.*