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

<table>
<thead>
<tr>
<th>Member</th>
<th>Present</th>
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<tbody>
<tr>
<td>Anderson, Ginia</td>
<td>X</td>
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<td>Joseph, Jacob</td>
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<td>Palacios, Melissa</td>
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<tr>
<td>Armstrong, Suzie</td>
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<td>Koenigsmann, Emrys</td>
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<td>Pettigrew, Melissa</td>
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<td>Belback, Teresa</td>
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<td>Leung, Jennifer</td>
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<td>Davis, Tamekka</td>
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<td>Lewis, Nasha</td>
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<td>Erb, Ruth</td>
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<td>Locks, Taylor</td>
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<td>Frey, Jonathan</td>
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<td>MacAleese, Elizabeth</td>
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<td>Hummel, Julie</td>
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<td>Owens, Shene</td>
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<td>White, Shannon</td>
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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
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
   iii. Washington Center celebrated 20th 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)
   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) or Nasha (nlewis@wm.edu)
   ii. Committee meets at 10am on the 2nd 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 3rd 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: Group Organizer – Melissa Palacios, Announcement Manager - Suzanne Armstrong, Visual Manager - Julie Hummel, Web Manager - Jennifer Leung, Social Manager - Sarah Smith

d. 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)

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

Working Collaboratively For Success
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 7th and February 4th

X. Adjourn (9:57am)
   a. motion - Lewis; second - Belback