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

<table>
<thead>
<tr>
<th>Member</th>
<th>Present/Not Present</th>
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<tbody>
<tr>
<td>Anderson, Ginia</td>
<td>x</td>
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<tr>
<td>Armstrong, Suzie</td>
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<tr>
<td>Belback, Teresa</td>
<td>x</td>
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<tr>
<td>Davis, Tamekka</td>
<td>x</td>
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<td>Erb, Ruth</td>
<td>-</td>
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<tr>
<td>Frey, Jonathan</td>
<td>Non-voting</td>
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<tr>
<td>Hummel, Julie</td>
<td>-</td>
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<tr>
<td>Owens, Shene</td>
<td>x</td>
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<tr>
<td>Palacios, Melissa</td>
<td>x</td>
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<tr>
<td>Pettigrew, Melissa</td>
<td>- x</td>
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<tr>
<td>Leung, Jennifer</td>
<td>x</td>
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<tr>
<td>Lewis, Nasha</td>
<td>x</td>
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<tr>
<td>Zawoyski, Ali</td>
<td>-</td>
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<td>MacAleese, Elizabeth</td>
<td>x</td>
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<tr>
<td>Milholland, Anna</td>
<td>- x</td>
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<tr>
<td>Mauer, Marielwynn</td>
<td>x</td>
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<tr>
<td>White, Shannon</td>
<td>x</td>
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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

Working Collaboratively For Success
e. Summary
   i. 18 projects completed
   ii. 10 in progress (adding 421k GSF and renovate 71k
   iii. Once competed GSF will exceed 2015 Master plan goals of new/renovated GSF
   iv. Future projects still under contemplation
       1. Renovations to Ewell, Andrews, McGlohlin-Streer, 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)
William & Mary

Professionals & Professional Faculty Assembly

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!
      3. Promoting PPFA social media presence (follow us on Instagram @wmppfa)

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

Working Collaboratively For Success
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/tJYqduCqrz8tEtPfTk8jFGS_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.