



WILLIAM & MARY

CHARTERED 1693

BOARD OF VISITORS
DRAFT MINUTES
COMMITTEE ON ADMINISTRATION, BUILDING AND GROUNDS
APRIL 21, 2022
ALAN B. MILLER HALL – BRINKLEY COMMONS

COMMITTEE MEMBERS PRESENT

Mr. William H. Payne II, Chair
Ms. Sue H. Gerdelman, Vice Chair
Mr. J.E. Lincoln Saunders, Vice Chair

Mr. James A. Hixon
Ms. Barbara L. Johnson
Ms. Ardine Williams

COMMITTEE MEMBERS ABSENT

Nick Santiago, Faculty Representative
Zenobia Goodman, Student Representative

OTHER BOARD MEMBERS PRESENT

Mr. Victor K. Branch
Mr. S. Douglas Bunch
Ms. Cynthia E. Hudson
Ms. Anne Leigh Kerr
Hon. Charles E. Poston

Mr. John P. Rathbone
Ms. Lisa E. Roday
Dr. Karen Kennedy Schultz
Ms. Meghana Boojala, Student Representative
Dr. Shannon H. White, Staff Liaison

OTHERS PRESENT

Dr. Katherine A. Rowe, President
Dr. Peggy Agouris, Provost
Ms. Amy S. Sebring, Chief Operating Officer
Ms. Carrie S. Nee, University Counsel
Dr. D. Derek Aday, Dean and Director of the Virginia Institute of Marine Science (VIMS)
Dr. Virginia M. Ambler, Vice President for Student Affairs
Mr. Henry R. Broaddus, Vice President for Strategic Initiatives & Public Affairs
Dr. W. Fanchon Glover, Chief Diversity Officer
Dr. Matthew T. Lambert, Vice President for University Advancement
Mr. Joseph Martinez, VIMS Chief Operating Officer
Mr. Brian W. Whitson, Chief Communications Officer
Mr. Kent Erdahl, Director of Internal Audit
Mr. John I. Cho, W&M Student
Ms. Ashley M. Hood, Executive Director for Government Relations
Mr. Colin Smolinsky, Chief of Staff for the Chief Operating Officer
Ms. Pamela W. Carroll, Executive Assistant to the Chief Operating Officer
Mr. Michael J. Fox, Secretary to the Board of Visitors
Ms. Jessica L. Walton, Deputy Secretary to the Board of Visitors

INTRODUCTORY REMARKS

Mr. William H. Payne II, Chair, called the Committee on Administration, Buildings and Grounds to order at 3:06 p.m.

APPROVAL OF MINUTES

Mr. Payne requested a motion to approve the February 10, 2022 minutes of the Committee on Administration, Buildings and Grounds. Motion was made by Mr. James A. Hixon, seconded by Mr. J.E. Lincoln Saunders, and approved by voice vote.

REPORT FROM COO

Ms. Amy S. Sebring, Chief Operating Officer, provided an overview of the Virginia's Public-Private Education and Infrastructure Act (PPEA) as well as William & Mary's delegated authority to procure capital professional and construction services and execute capital and operating leases. With the Board's approval of PPEA guidelines, the Administration will evaluate the use of the PPEA as part of its due diligence in pursuing public private partnerships projects.

Ms. Sebring provided an overview of William & Mary's management Agreement with respect to major capital projects and said the state threshold for major capital projects has been increased to \$3M. In order to expedite projects, the Board is being asked to delegate authority to the Chief Operating Officer to approve projects less than \$3M without Board action.

Ms. Sebring requested approval for the acquisition and demolition of the current structure located at 3 Riverview Avenue, property adjacent to the VIMS Eastern Shore Campus consisting of 0.14 acres, valued at \$245,000.

Dr. Katherine A. Rowe, President, provided an overview of the revised executive employment policy.

ACTION MATERIALS

Mr. Payne brought forth **Resolution 22**, Adoption of PPEA Guidelines, and asked for a motion to approve. Motion was made by Mr. Hixon, seconded by Mr. Saunders, and approved by voice vote.

Mr. Payne brought forth **Resolution 23**, Delegation of Authority to Approve Capital Projects Less Than \$3M, and asked for a motion to approve. Motion was made by Mr. Hixon, seconded by Mr. Saunders, and approved by voice vote.

Mr. Payne brought forth **Resolution 24**, Approve Property Acquisition & Approve Demolition of 3 Riverview Ave., and asked for a motion to approve. Motion was made by Ms. Sue H. Gerdeman, seconded by Mr. Hixon, and approved by voice vote.

Mr. Payne brought forth **Resolution 25**, Revision of Executive Employment Policy, and asked for a motion to approve. Motion was made by Ms. Barbara L. Johnson, seconded by Ms. Gerdeman, and approved by voice vote.

CLOSED SESSION

Mr. Payne moved the Committee on Administration, Buildings and Ground convene into closed session pursuant to Va. Code §2.2-3711.A.5 for discussion of the prospective expansion of a business or industry

where no announcement has been made of the interest in expanding to facilities in the area. The motion was seconded by Ms. Ardine Williams and approved by roll call vote – 6-0 – conducted by Mr. Michael J. Fox, Secretary to the Board of Visitors.

At that time Committee and Board members present, President, Provost, Chief Operating Officer, University Counsel, Dean and Director of VIMS, Vice President for Advancement, Chief Communications Officer, Chief Diversity Officer, Vice President for Student Affairs, Vice President for Strategic Initiatives & Public Affairs, VIMS Chief Operating Officer, Chief of Staff for the Chief Operating Officer, and Executive Director of Government Relations entered the closed session meeting at 3:20 p.m.

RECONVENED OPEN SESSION

Following the closed session, Committee members and others returned to open session at 3:43 p.m. Mr. Payne moved that the Committee certify by roll call vote that, to the best of each member's knowledge, only matters lawfully exempted from the open meeting requirements under the Freedom of Information Act were discussed, and only matters identified in the motion to have the closed session were discussed. Motion was seconded by Ms. Gerdelman and approved by roll call vote – 6-0 – conducted by Mr. Fox.

ADJOURNMENT

There being no further business, Mr. Payne adjourned the general meeting at 3:20 p.m.