



WILLIAM & MARY

CHARTERED 1693

BOARD OF VISITORS
DRAFT MINUTES
COMMITTEE ON ADMINISTRATION, BUILDING AND GROUNDS
NOVEMBER 16, 2023
ROOM 302 - BLOW MEMORIAL HALL

COMMITTEE MEMBERS PRESENT

Ms. Ardine Williams, Chair
Ms. Cynthia E. Hudson, Vice Chair
Mr. James A. Hixon

Mr. Stephen J. Huebner
Mr. Courtney M. Malveaux
Mr. C. Michael Petters (*via phone*)

COMMITTEE MEMBERS ABSENT

Hon. John E. Littel

Dr. Christopher Bailey, faculty representative
Ms. Sydney Thayer, student representative

OTHER BOARD MEMBERS PRESENT

Dr. Taylor V. Brings

OTHERS PRESENT

Dr. Katherine A. Rowe, President
Ms. Carrie S. Nee, University Counsel
Dr. Virginia M. Ambler, Vice President for Student Affairs
Dr. Carlane Pittman-Hampton, Chief of Staff
Dr. D. Derek Aday, VIMS Dean and Director
Mr. Sean Hughes, Associate Vice President for Business Affairs
Ms. Suzanne C. Clavet, Director of University News & Media
Ms. Jessica Walton, Deputy Secretary to the Board of Visitors
Ms. Pamela W. Carroll, Executive Assistant to the Chief Operating Officer
Members of the President's Cabinet
William & Mary Staff, Faculty and Students

INTRODUCTORY REMARKS

Ms. Ardine Williams, Chair, called the Committee on Administration, Buildings and Grounds to order at 3:10 p.m. and gave an overview of the agenda.

Ms. Williams noted that Mr. C. Michael Petters had notified the Rector that he is unable to attend the Committee meeting due to an illness in his family. Mr. Petters requested to participate in the meeting electronically from Norfolk, VA. Pursuant to the Virginia Freedom of Information Act and Section III.D of the Board bylaws, Ms. Williams moved that the Board approve this use of electronic participation. The motion was seconded by Mr. Stephen J. Huebner and approved by voice vote.

APPROVAL OF MINUTES

Recognizing that a quorum was present, Ms. Williams asked for a motion to approve the September 28, 2023, minutes of the Committee on Administration, Buildings and Grounds. Motion was made by Mr. Stephen J. Huebner, seconded by Ms. Cynthia E. Hudson, and approved by voice vote.

ASSOCIATE VICE PRESIDENT FOR BUSINESS AFFAIRS REPORT

Mr. Sean Hughes, Associate Vice President for Business Affairs gave an update of the Comprehensive Campus Plan work underway. He highlighted the timeline associated with the plan and the work being done by the various committees under this plan.

A discussion ensued regarding the 100 year plan and carbon footprint of the university.

Mr. Hughes reviewed the dashboards for the Key Performance Indicators and spoke about the management of the dashboards. A discussion ensued regarding the use of the dashboards and the viability of quarterly updates.

ACTION MATERIALS

Ms. Williams brought forth **Resolution 3**, Revision of the Executive Employment Policy, and highlighted the change to the policy. She then asked for a motion to approve the resolution. The motion was made by Mr. Huebner, seconded by Ms. Hudson and approved by voice vote.

ADJOURNMENT

There being no further business, Ms. Williams adjourned the general meeting at 3:49 p.m.