



WILLIAM & MARY

CHARTERED 1693

BOARD OF VISITORS

DRAFT MINUTES

COMMITTEE ON ADMINISTRATION, BUILDING AND GROUNDS

SEPTEMBER 26, 2024

DOGWOOD ROOM – SCHOOL OF EDUCATION

COMMITTEE MEMBERS PRESENT

Ms. Ardine Williams, Chair
Mr. W. Taylor Franklin, Vice Chair
Mr. Robey W. Estes, Jr.

Mr. J.E. Lincoln Saunders
Ms. Diana Kim, Student Representative
Dr. Christopher Bailey, Faculty Representative

OTHER BOARD MEMBERS PRESENT

Hon. Charles E. Poston, Rector
Ms. Terra M. Sloane, Student Representative

Ms. Candice Vinson, Staff Liaison

OTHERS PRESENT

Dr. Katherine A. Rowe, President
Ms. Carrie S. Nee, University Counsel
Dr. D. Derek Aday, Dean and Director of the Virginia Institute of Marine Science
Mr. Ed Aractingi, Chief Information Officer
Dr. W. Fanchon Glover, Chief Diversity Officer
Mr. Sean Hughes, Associate Vice President for Business Affairs
Ms. Tawanda Johnson, Chief Human Resources Officer
Mr. Michael J. Todd, Executive Vice President for Finance & Administration
Mr. Brian Whitson, Chief Communications Officer
Mr. Tyler Patrick, Campus & Academic Planning Principal-in-Charge, Sasaki Associates, Inc.
Ms. Mary Anne Ocampo, Urban & Campus Design Principal, Sasaki Associates, Inc.
Mr. Ian Scherling, Landscape Architect, Associate Principal, Sasaki Associates, Inc.
Ms. Pamela W. Carroll, Executive Assistant for Finance & Administration
Mr. Michael J. Fox, Secretary to the Board of Visitors
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 1:30 p.m. and those present to introduce themselves.

APPROVAL OF MINUTES

Recognizing that a quorum was present, Ms. Williams made a motion to approve the April 24, 2024, minutes of the Committee on Administration, Buildings and Grounds. The motion was seconded by Mr. J.E. Lincoln Saunders and approved by voice vote.

UNIVERSITY OPERATIONS REPORT

Mr. Michael J. Todd, Executive Vice President for Finance & Administration, provided an update on the Committee on Administration, Building and Grounds Key Performance Indicators (KPIs): Deferred Maintenance, Energy Utilization, Housing and Dining Age & AC Composition, and Project Milestones & Compliance.

WILLIAM & MARY MAJOR CAPITAL PLAN UPDATE

Mr. Sean Hughes, Associate Vice President for Business Affairs, provided an update on major Capital Planning. Mr. Hughes elaborated on the Capital Program KPI. He noted multiple capital projects that are underway and near completion; provided an update on the housing & dining construction; and spoke about sustainability improvements on campus. Mr. Hughes also gave an overview of upcoming projects related to Phase II of the Housing & Dining Comprehensive Facilities Plan and the Historic Campus Restoration & Renovations.

Mr. Hughes gave additional information on the Historic Campus Restoration & Renovations project. He noted that the university has engaged world renowned experts and Colonial Williamsburg on the project. A report from Colonial Williamsburg detailed issues with the continual/24-hour use of the 1732 President's House and cautioned on how to proceed with the renovation in a manner that does not destroy irreplaceable historic materials.

Mr. Charles E Poston, Rector, was present and offered a statement regarding the 1732 President's House: "The President's House is an historic treasure of the nation, and an icon on our campus. It is our obligation as a Board to ensure that it remains a vital part of the campus for the next 300 years. To do that, we have to approach its future use thoughtfully and deliberately. I will ask the key staff to address these concerns and recommend to the Chair of the Administration, Buildings and Grounds Committee at our November meeting the next steps for the Board to consider in this effort. In the meantime, President Rowe will continue to live in alternative housing."

Mr. Hughes also detailed the Wren building project. He said that construction is set to begin in December 2024 and is planned to be completed by December 2025. He added that the Wren building will remain open during the project. Mr. Hughes also noted that the university received a grant to help with the costs to replace the portico steps.

Lastly, Mr. Hughes gave an overview of the Comprehensive Campus Plan and noted he serves as chair of the planning committee. The Comprehensive Plan consists of the Housing & Dining, Learning Spaces, and Landscape plans.

CAMPUS COMPREHENSIVE PLANNING

Mr. Tyler Patrick, Campus & Academic Planning Principal-in-Charge, Ms. Mary Anne Ocampo, Urban & Campus Design Principal, and Mr. Ian Scherling, Landscape Architect, Associate Principal from Sasaki Associates, Inc. presented collectively on the Comprehensive Campus Plan that encompasses Vision 2026 Goals to expand William & Mary's reach, educate for impact and evolve to excellence.

Mr. Hughes thanked Sasaki and noted that the next step in the process is to present the draft planning principles to the Executive Leadership Team for finalization. Lastly, he said it is the intent of the Campus Planning Committee to bring the plan back to the Board in September 2025 for adoption.

ERP MIGRATION UPDATES

Mr. Edward Aractingi, Chief Information Officer, presented an update on the Enterprise Resource Planning Modernization (ERP). Huron Consulting Services LLC is working directly with W&M to implement the Finance, Payroll and Human Capital Management Workday modules. With the readiness and preparation phase complete, we are now in the design & build phase with projected 2025 second quarter implementation for HCM and third quarter implementation for finance and payroll.

OPTIONAL RETIREMENT PLAN REIMBURSEMENT

Ms. Tawanda Johnson, Chief Human Resources Officer, gave a brief presentation on the William & Mary sponsored Optional Retirement Plan (ORP). She noted that as of August 2024 the ORP has generated excess revenue totaling over \$900,000 and Committee approval is needed to seek reimbursement of the excess funds. A discussion ensued regarding the fees associated with the plan. Ms. Nee provided an overview of the action item before the Committee amending the ORP.

ACTION MATERIALS

Ms. Williams brought forth **Resolution 14**, 9d Debt Issuance – Improve Auxiliary Facilities, and **Resolution 15**, 9d Reimbursement Authorization – Improve Auxiliary Facilities, and asked for a motion. Motion was made by Mr. Saunders, seconded by Mr. Robey W. Estes, Jr. and **Resolutions 14-15** were approved by voice vote as a block.

Ms. Williams brought forth **Resolution 16**, Amend the William & Mary Optional Retirement Plan, and asked for a motion. Motion was made by Mr. Saunders, seconded by Mr. Estes and approved by voice vote.

Ms. Williams brought forth **Resolution 17**, Approval to Submit William & Mary's 2024 Workforce Plan to the Virginia Department of Human Resource Management and asked for a motion. Motion was made by Mr. Estes seconded by Mr. Saunders and approved by voice vote.

Ms. Williams brought forth **Resolution 18**, Approve the Demolition of Multiple Structures on the Gloucester Point Campus of the Virginia Institute of Marine Science (VIMS), and asked for a motion. Motion was made by Mr. Franklin, seconded by Mr. Estes and approve by voice vote.

Ms. Williams brought forth **Resolution 19**, Approve the Property Acquisition of Washington Street by VIMS, and asked for a motion. Motion was made by Mr. Franklin, seconded by Mr. Saunders and approved by voice vote.

ADJOURNMENT

There being no further business, Ms. Williams adjourned the meeting at 2:34 p.m.