Professionals and Professional Faculty Assembly

MEETING AGENDA
Thursday, March 5, 2015 8:15 a.m.-9:45 a.m.
Board Room, Blow Hall

1. Armstrong, Suzie √
2. Baker, Cinnamon ABSENT
3. Bengtson, Babs ABSENT
4. Campbell, Darlene √
5. Cartwright, Grace ABSENT
6. Costello, Carla √
7. Crispino, Matthew ABSENT
8. Fassanella, Terence √
9. Gatling, Sharron ABSENT
10. Hawthorne, Peel √
11. Leatherwood, Claire √
12. McBeth, Elaine ABSENT
13. Patricia Moran √
14. Morse, Linda √
15. Noffsinger, Jay √
16. Pada, Maria Elena √
17. Sekula, Jennifer ABSENT
18. Summs, Julie √
19. Tomlinson, Carol √
20. Varnell, Lyle √
21. Zagursky, Erin √

I. Call to order

II. Agenda: Review and solicit new items

III. Minutes: Review and approve previous meeting minutes
   ● January 2015 minutes approved

IV. Updates/New Business
   ● Climate Survey – John Poma
     ○ WM will retain an outside vendor to conduct upcoming survey – more robust reporting and analysis. Norming of data. Complete anonymity.
     ○ Will provide open text boxes for comments which will be edited to protect identities
     ○ Vendor will send out email – also HR. Hoping to get as close to 100% response as possible
     ○ We cant have workplace excellence without knowing where we are now
     ○ Will be used for planning future offerings and programs
     ○ Would like to include Faculty
   ● Question was asked about Anthem Credit monitoring: Anthem breach goes back to 2004. John recommends. Claire suggested Credit Karma - an app for monitoring
your accounts. Can also put your own individual alerts on your cards – Campus Police has a pamphlet on doing this. Experian. CHEX. AllClear is recommended single site -includes Experian. Downloading a paper statement is a good back up measure.

- Task Force on Sexual Assault & Harassment Update- link to poster on discrimination –related poster: http://www.wm.edu/offices/compliance/_documents/poster.pdf

## Winter Update

### Task Force on Preventing Sexual Assault and Harassment

<table>
<thead>
<tr>
<th>Investigation &amp; Adjudication</th>
<th>Campus Climate</th>
<th>Education &amp; Prevention</th>
<th>Faculty &amp; Staff Training</th>
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</thead>
<tbody>
<tr>
<td>• Complete Review of Relevant Policies and Procedures</td>
<td>• Administered Survey in Fall</td>
<td>• Review of Current Efforts</td>
<td>• Mandatory training launched</td>
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<tr>
<td>• Changes to Student Policies and Procedures approved Feb 2, 2015</td>
<td>• “Open Conversation”</td>
<td>• Collaboration with VA Task Force</td>
<td>• Online and in-person options</td>
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<td>• Spring Semester Focus Groups</td>
<td>• Analysis based on climate survey and focus groups</td>
<td>• Pre- and Post-tests to evaluate effectiveness</td>
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- Committee Updates
- Professional Development Committee
- General Meeting

V. Other Business

Adjourn

Next Meeting, April 8, 2015
Business School
WILLIAM & MARY DISCRIMINATION-RELATED RESOURCES

**CONTACT INFORMATION**

**HR (Human Resources)**
757-221-3169
[www.wm.edu/offices/hr](http://www.wm.edu/offices/hr)

**Compliance (Compliance & Policy Office)**
757-221-3167 or reportconcern@wm.edu
[www.wm.edu/offices/compliance](http://www.wm.edu/offices/compliance)

**Diversity (Diversity & Equal Opportunity Office)**
757-221-3617
[www.wm.edu/offices/diversity](http://www.wm.edu/offices/diversity)

**Dean of Students, including Disability Services**
757-221-2510
[wm.edu/offices/deanofstudents](http://www.wm.edu/offices/deanofstudents)

**W&M Police Department**
757-221-4596
[wm.edu/offices/police](http://www.wm.edu/offices/police)

Don't see the resource for you here, or have another question?
- University Counsel provides legal advice & services: 757-221-1306
- General information about discrimination is available at [www.wm.edu/offices/compliance/topics](http://www.wm.edu/offices/compliance/topics)

**TO FILE A REPORT OR MAKE A COMPLAINT**

**If you are a student or you are making a report/complaining about a student**
Contact Dean of Students at 757-221-2510. In cases of sexual violence, you can also contact W&M Police at 757-221-4596.

**If you are a faculty member or you are making a report/complaining about a faculty member**
Contact your Dean, Provost, or Compliance (email reportconcern@wm.edu)

**If you are a classified employee**
You may file a grievance or discrimination complaint using State (DHRM) processes. Contact HR.
You may make a report or complaint using W&M processes. Contact HR or Compliance (email reportconcern@wm.edu).

**If you are an operational or professional employee**
Contact HR or Compliance (email reportconcern@wm.edu)

**If you want to make a criminal complaint or if you are a Campus Security Authority and need to report a Clery Act crime (sexual violence)**
Contact W&M Police at 757-221-4596. In an emergency or crisis you can also call 911.

Office of Compliance & Policy, May 2014