# William & Mary Staff Assembly

# Spring General Meeting Minutes

#  Friday, May 7, 2021

The May 7, 2021 Spring General Meeting of the Staff Assembly was held via Zoom. The meeting was called to order by Arielle Newby, Staff Assembly President, at 11am. Sonya Worden conducted roll call and a quorum was established. See attendance sheet.

**Ground Rules**

* Raise hand
* Mute unless you are speaking
* Be honest, open and respectful
* Ask for clarity

**President Katherine A. Rowe**

* Heartfelt thanks to all for a successful year
	+ Fearful of a potential $100 million shortfall; actual shortfall was $40 million, which was manageable in a very real way
	+ Great support from the Commonwealth
	+ Faculty adapted well
	+ Employees flexible
	+ Pandemic response was very successful; sent not one student home
	+ Able to break down silos
	+ Stopped paper walking and utilized technology more
	+ Staff Assembly is a very staunch and dedicated community
	+ Able to clear decks to focus on what matters
		- Remember GROSS (Get Rid of Stupid Stuff)
* Return to Work
	+ 5 phases over next 14 months
		- 1 – slow down
		- 2 – come back as needed through mid-July
		- 3 – July through Labor Day get back to office
		- 4 – after Labor Day return to office with flexibility
		- 5 – 1/15/22 in person, remote, hybrid as determined by cabinet members
	+ Focus on nature of work
	+ Default will be in person as mission depends on us being predominantly in person (where great minds meet); more information on this in e-mail and on website mid-May
	+ What should we continue?
		- Continue expanding skills and consolidating lessons learned
		- Able to do so much more electronically; need to standardize how we utilize technology
		- Have had more visibility of work/responsibilities
		- Housekeeping is part of hospitality; need to be kept in forefront
		- Work AND people count, not stuff; move/adjust stuff
	+ Returning will be culture shock for some; will be phase of discomfort; working with supervisors on adjustment period
	+ How may staff assist with return?
		- Ask supervisor about focusing on core mission this summer
		- Helpfulness – what to carry forward; what to lay aside
		- Understand science of vaccine
		- Respite and reset – what would create a break from super vigilance
		- Never returning to 2019-2020; will be different going forward
		- Promote slow down weeks
		- Use leave – there will not be an extension of extra carry over leave again
		- Leave some sense of urgency behind
	+ Still discussing whether or not students should be required to be vaccinated to be on campus; not a one-time decision
	+ Zoom will continue to be utilized
	+ To ask within units:
		- Where is excellence required (not perfection)?
		- Be awesome, not perfect
		- What does excellence mean?
* Faculty
	+ Replacing some full-time faculty with adjunct faculty
	+ Have increased tenured faculty by 10% since 2013
	+ Need to look further into faculty data
	+ Short-term appointments are based on enrollment numbers within departments

**Ombuds Persons**

* Team will bring wide and diverse expertise; provide options for those who need to speak with someone
* Rick Gressard
	+ Ombuds resource for all; large or small concerns
	+ W&M educator for 42 years
	+ President of Faculty Assembly
	+ Thrilled with new position
	+ VERY high level of confidentiality and security
* Shylan Scott
	+ With W&M for 16 years; Student Affairs and Residence Life
	+ Work is livelihood and lots of time spent there; when not right, makes a huge impact on life
	+ Will listen, explore options, be a safe place
* Rebecca Green
	+ At Law School since 2005
	+ Ombuds are independent and not a mouthpiece for administration
	+ Will help navigate situations and empower employees to resolve issues
	+ Provide resources
* Contact info:
	+ ombuds@wm.edu
	+ 757-221-2222
	+ wm.edu/offices/ombuds/index.php (includes DIY information)

**Miscellaneous**

* President Rowe
	+ Thanked all for their efforts in the last year
	+ Was a hard won success
	+ Should take price and stock in what has been accomplished
	+ W&M staff are an excellent and dedicated community
* Arielle Newby
	+ Thanked President Rowe and Ombuds Persons for being very special guests
	+ Indicated what an honor it has been to serve as President of the Staff Assembly

**Meeting adjourned at Noon**

**Respectfully submitted by Sonya C. Worden, Staff Assembly Secretary**