

**Staff Assembly**  
**The College of William and Mary**

**Meeting Minutes**

Wednesday, February 11, 2015  
Blow Hall – BOV Board Room

- 1) President brought the meeting to order.
- 2) Roll Call (attached) was conducted by Mr. Zoll.
- 3) The Assembly approved the Minutes from the January 13, 2015 meeting viva voce, pending corrections.
- 4) President's Remarks:  
Congratulations were received from President Reveley via email. The email cited approval of the direction the Assembly is taking and served as a reminder to show what has been accomplished during the current session.

The President provided updates from the February Board of Visitors (BOV) meeting. No new reductions were reported with the state budget. Sexual abuse on campus is of prime concern. The Master Plan was officially approved.

The next meeting of the Staff Assembly was announced and will occur on Friday, March 13<sup>th</sup> in the BOV board room. The April meeting will be held at The Virginia Institute of Marine Science (VIMS). The time and date of this meeting are to be determined.

- 5) Committee Reports:
  - a: Policies & Issues: Staff Assembly remarks to the Telecommuting Policy have been submitted. The policy will remain open for discussion for 30 days. Next steps will be policy approval or incorporation of changes.
  - b: Activities & Events: Main focus has been the survey on training needs. Other ideas for campus events are employee craft show, corn hole or bowling. Suggestions for General Meeting speakers were requested. Ms. Kleinsorge suggested that the results from the survey on training needs may dictate who should speak. It was suggested that Sam Jones may be able to speak to all staff about the direction of the university. A Q&A with John Poma was also suggested. Ideas on speakers or topics may be emailed to Ms. Mayton at pmmate@wm.edu.
  - c: Elections & Nominations: The March to April timeframe has been targeted for Staff Assembly elections. It was reported that Ms. Hankins and Ms. Wilkerson have resigned their Staff Assembly seats. The President reminded everyone that it is up to them to encourage colleagues to vote.
  - d: Constitution & By-Laws: None

e: Staff & Community Relations: None

- 6) Discussion of Resolutions Regarding Constitution and By-Laws (Mr. Bell and Mr. Zoll)  
Resolutions 1, 2 and 3 were read discussed and voted on. Resolution 1 passed by majority. Resolutions 2 and 3 passed unanimously.

Mr. Bell explained resolution 4 as a possible joint resolution requiring unanimous support and requested feedback from Senators on content and accuracy. A group discussion followed where changes were proposed. Resolution 4 was voted on and passed unanimously pending requested revisions.

- 7) Discussion of Staff Survey on Training and Professional Development (Ms. Mayton)  
A draft survey was presented to the Assembly and the survey content was discussed. Mr. Zoll suggested that the response scale be changed to a Likert-type scale wherever possible. Consideration was given to removing question 1 from the survey. The Assembly was most interested with items related to tuition waiver, which has been a recurring point of emphasis for the group. During discussion it was stated that staff will not be eligible to enter the new online MBA program under the tuition waiver policy and acceptance to any Law School program is not possible for staff since the school does not accept part time students.
- 8) New Issues or Concerns:  
Items of concern were questions about salary increases, the hiring freeze and campus parking.
- 9) Meeting adjourned.