



Executive Action Sheet for Senate Legislation

Senate Bill 330-

Resolution 330-

I, John Cho, President of the Student Assembly of William & Mary do hereby:

Approve

Veto

The Student Assembly Senate Legislation:

President, 330th Student Assembly (22-23)

DATE:

330<sup>th</sup> Student Assembly,  
Senate Bill 330-011

A Bill

*To provide complimentary Keypers thereby diminishing room lockouts*

**The Distribution of University-Branded Complimentary Keypers Act (DUCK)**

Sponsored by Senator Sean Nguyen (‘25)

Co-Sponsored by Senator Matthew Swenson (‘26)

Supported by Undersecretary of Substance Abuse & Campus Safety Laura Calandro, Secretary of Finance Sophie Halkett, Undersecretary of Mental Health & Wellness Brooks Murphy, The Residence Hall Association

WHEREAS, according to the Director of Housing and Residence Life Harriet Kandell, the 2021-2022 academic year saw a total of 2,268 lockouts and the number of lockouts has increased by 5% to 10% each year for the last three years;

WHEREAS, there is a [\\$40 fee](#) to receive a temporary key each time a student is locked out of their room within a residence hall. This is a newly implemented policy that has not existed in past academic years. In addition, there is a \$55 fee to replace the lock on a resident’s door if the key were not to be found which was the only policy for temporary/replacement keys;

WHEREAS, this policy was implemented due to the heightened volume of temporary key requests which has overwhelmed Residence Life staff;

WHEREAS, the \$40 fee for receiving temporary keys goes to administrative fees which pay for the staff in the Residence Life buildings. For instance, another source of administrative fees includes the \$55 cost for key replacements;

WHEREAS, it was announced on Monday, September 26, 2022, that the initial lockout fee would be waived for students, but any additional lockout will be billed to the student account;

WHEREAS, since announcing the charge for lockouts, there has been a 50% reduction in lockouts comparing data from August/September 2021 to August/September 2022;

WHEREAS, this policy disproportionately disadvantages low-income students who are unable to pay the \$40 fee. Especially those in the First Generation Low Income Community would be paywalled from entering their own room, which can be financially burdening and stress-inducing;

WHEREAS, the policy could incentivize students to leave their doors unlocked in order not to pay the \$40 fee which is a campus safety danger;

WHEREAS, students frequently lose their keys due to not attaching them to any other belongings (e.g. phone, wallet, or lanyard) and can incur multiple \$40 fees to their account;

WHEREAS, [Keypers](#) are phone cardholders holding up to four cards safely, such as a student's ID card or a debit/credit card. Keypers are designed to fit the five most common keys and are manufactured from silicon allowing them to secure keys of all shapes and sizes. The Keyper is suitable for all William & Mary residential keys;

WHEREAS, 500 keypers cost \$2.49 per, 1,000 keypers cost \$2.29 per, 2,500 keypers cost \$1.99 per, 5,000 keypers cost \$1.49 per, and 10,000 keypers cost \$1.29 per;

WHEREAS, Keypers are already license-approved with William & Mary, and therefore any official logo can be applied;

WHEREAS, the Keypers will be readily available in the Student Leadership Development Office and in Duty Offices for any student—regardless of socio-economic status—to take free of charge. In the case of each Keyper will be an infographic reminding students of locking their doors and other residential hall safety guidances;

WHEREAS, the Keypers made available in the Duty Offices and Student Leadership Development Office will be situated within a bowl. This bowl will also have a QR code attached to it in which the relevant office can request additional keypers for the sponsors of the bill to replenish;

WHEREAS, there are 15 duty offices on William & Mary's campus. Each office will receive Keypers proportionate to the number of residences that the duty office serves. Currently, there are approximately 4,600 students living on campus including both undergraduates and graduates;

WHEREAS, the total cost at the print shop for 320 sheets of paper with eight [informational slips](#) each at the PrintShop utilizing card stock and colored ink is \$369.79;

WHEREAS, Residence Life will be providing \$369.79 for 2,500 [informational slips](#) (card stock and colored ink) at the PrintShop for the informational campaign attached to the cardholder of each keyper and \$40 for flyers to put up on each residential hall floor/bulletin board advertising the availability of keypers to residents who don't have access to social media;

WHEREAS, an anonymous [survey](#) was distributed on Saturday, October 1, 2022, via the @wmstudentassembly and @wm\_class\_of\_2025 Instagram pages, 2025 Presidential Class email, 2026 class group chats, and other mediums. This <30 second survey provides invaluable empirical data so the Student Assembly can best advocate for the new \$40 lockout fee for temporary keys. Questions included whether students lock their doors, how they carry their keys if they would pick up a Keyper, and if the Keyper would encourage more key carrying;

WHEREAS, the sponsors of the bill presented at the Residence Hall Association (RHA) general body meeting on Wednesday, October 5, 2022, in which they requested partial funding for the initiative. RHA receives its funding through DormsDirect which is a service to rent college dorm room furniture. The sponsors were able to acquire \$1,500 from the Residence Hall Association with the stipulation that 1) RHA's branding is included on the informational slip and 2) an RHA contact collaborates directly with the sponsors on the bill's execution. RHA also is allocating \$500 for additional funding—independent of the \$1,500 for this round of custom keypers—if the keypers demonstrate high popularity and pick-up;

Now, therefore, be it,

RESOLVED, that the Student Assembly of William & Mary:

1. Allocates \$3,560 from the Student Assembly reserves to fund this initiative as follows:
  - a. \$3,500 for the cost of 2,500 custom keypers at \$1.99 per keyper
  - b. \$60 for two sets of [12 Pack Plastic Oval Baskets](#) which the keypers will be stored in within duty offices and the Student Leadership Development Office.
2. Stipulates that all unused funds will return to the Student Assembly Reserves.
3. Encourages sponsors and supporters of the bill to contact Residence Life staff, Residence Assistants, and Area Directors to inform students that the keypers and its informational card are available for pick-up. Moreover, request that the Residence Hall Association inform all Residence Assistants to pick up and attach an advertising flyer on the community board in their respective dorms.
  - a. Charges the sponsors to collaborate with Residence Life to publish an email for all on-campus residences once the Keypers are available for student pick-up.
4. Charges Class Presidents to include information on the availability of keyers in future class emails.
5. Charges the Department of Outreach with running an [informational campaign](#) on the Student Assembly Instagram informing students of this product with its caption to read as follows: “Student Assembly is now offering complimentary Keypers so students have their keys at all times. Keypers are phone cardholders that can hold up to four cards safely and can secure all forms of William & Mary residential keys. Each Keyper will contain a [card](#) with helpful campus safety information and an infographic on who to contact for residents who do get locked out of their rooms. Visit the Student Leadership Development (SLD) office or your duty office to pick up one free Keyper today!”
6. Charges the sponsors of this bill to continue collaborating with the staff of Residence Life on best navigating the \$40 fee for temporary keys so that students do not get locked out nor keep their doors unlocked.
  - a. Charges the bill's sponsors to establish and distribute an independent and advocacy-oriented survey—separate from the one being presently distributed—in collaboration with Residence Life to best recommend if the \$40 temporary lockout fee should be removed altogether and its disproportionate impact on lower socioeconomic groups. In their annual survey last year to all residential students, there were 600 respondents and included a question as to why students do not presently lock their doors.
7. Charges the sponsors of the bill to monitor and [record](#) the number of Keypers that are picked up each month and reassess if their popularity warrants future purchases of a higher quantity.
  - a. Charges Residence Life to request that each Area Director document how many keypers are remaining in the inventory. At the conclusion of the month, the sponsors

of the bill will be provided the cumulative number of keypers distributed from Residence Life and how many lockouts do occur. The same procedures will be conducted in regard to keyper distribution at the Student Leadership Development Office.