A Letter From The President
Sheila C. Bair

To the Members of the Washington College Staff:

On my arrival on campus August 3, I was greeted with the news that the 2016 edition of The Princeton Review ranks Washington College students as among the happiest in the nation based on a simple question on their annual student survey: “Overall, how happy are you?” I was not surprised. It’s part of what drew me here, that warmth and sense of community the campus projects and how much the students delight in their school.

Our students’ appreciation of Washington College is strengthened in no small part by the role each and every member of the staff plays on a day-to-day basis. Whether it is preparing meals in Hodson Hall Commons; making sure residence halls and academic buildings are clean and well maintained; attending to one of a multitude of small administrative details that makes the College run smoothly; keeping our computer network up and running; making sure our campus is safe, secure, and beautiful; or simply offering a smile and a greeting of “hello” on a campus sidewalk, each member of the Washington College staff plays an integral role in the happiness of our students and the success of the College as a whole.

That the care of our staff extends beyond our students was evident this month in the response to the fire at 515 Washington Avenue. Staff from across campus rallied to support their colleagues. Your support came in a number of forms: offering to sacrifice space so that colleagues had a place to relocate and resume their duties, contributing furnishings and supplies to these co-workers from your own office’s resources, and an expression of concern or a sympathetic shoulder. Through sacrifice, hard work, and resilience, we are able to greet our students upon their return with our Business Office and our Office of Information Technologies fully functional, albeit in temporary locations. I thank each and every member of our staff for how you responded to this crisis.

My family and I are delighted to be joining a community as welcoming and supportive as that of Washington College. I hope you will join us on Saturday, September 26 for my inauguration as the 28th president of this historic institution. This is a very special occasion for me, one which I would like to share with my new, extended family – the outstanding staff of Washington College.

Sincerely,

Sheila C. Bair, President
Washington College

BY GEORGE Employee Newsletter is produced by the Washington College Staff Council.
Please send questions, comments and submissions to staff_council@washcoll.edu.
Please welcome the following staff members to WC:
Kimberly Baldwin, Shameka Baynard, Latonia Black, Danielle Crouch, Chanice Graves, Veronica Jones-Isaacs, Jason Ringstad, and Zachary Stachowski.

The following staff are no longer with WC. We wish them well in their next adventure.
Samantha Bulkilvish, Jeff Chaffin, Carl Crowe, David Donn, Kelley Freeman, Shayne Lynch and Chris Rainer.

A Message from Mark Hampton, VP of Finance, about OIT Operations:
Despite the devastating fire at 515 Washington Avenue, the College was able to continue its operations at one of the busiest times of the year thanks to years of advance planning on the part of the Business Office, OIT, Library and Academic Technology, Public Safety, Buildings and Grounds, Risk Management, and the Emergency Operations Group (EOG). Quick response by individuals associated with these groups allowed mission-critical processes to continue without significant interruption. Other offices, such as HR, were quick to lend support, and yet others, such as Athletics, the President’s Office, and the Dean’s Office helped by making temporary space available. Even others, such as the Bookstore and numerous other offices around campus provided support through office supplies and other basic support. A hearty thanks goes out to all of these offices and individuals, and to the Business Office and OIT for their flexibility and can-do attitude through this challenging time. Please note the following arrangements that have been made and that should be in place through the end of the semester:

William Smith Hall Basement:
• Alice LaDue
• Jessica Miller
• Dave Barr
• Mark Brown
• Jesse Lamb
• Michael Lewonick
• Matt MacDonald

William Smith Hall, Room 112:
• Scott Cowdrey

As of the week of Aug 31, the Administrative Computing team will be relocated to the Johnson Fitness Center - Seminar Room near the reception desk:
• Ken Sutton
• Kevin Clark
• Molly Mears
• Kelly Payne
• Mike Rankin

I am pleased to report that phone extensions remain unchanged for all impacted employees, and that campus mail will be routed to temporary locations as we find offices for all displaced individuals. Please continue to use phone, campus mail, and email as usual to contact anyone you’re trying to reach.

Best,
Mark Hampton

Location of Business Office Services
The Business Office – Accounts Receivable/Payable and Payroll - are temporarily holding in the Skybox. The Bursar's Office, in the basement of Bunting Hall, is now staffed 9 a.m. -12 p.m. everyday. Kristen Holocker will be cash receipting any deposits that need to be made. Do not bring deposits to the Skybox. They will not be accepted anywhere but in the Bursar's Office. If you are picking up a cash advance in the future, you will pick up the cash advance in the Bursar's Office. Feel free to call first to make sure it is there, x7736.