**Mason Staff Senate**

Approved 12.6.17

General Meeting Minutes

Wednesday, September 6, 2017

10:30am-12:00pm

Fairfax: Innovation Hall 334, Arlington: Founders Hall B119, SciTech: Colgan Hall 221

703-249-8067

Members: Stephanie Atkins, Lisa Bair, Susan Brionez, Andrew Burroughs, Amanda Corrigan, Sean Cox, Kathy Dodd, Eric Fowler, Christina Frasson, Jared Hagenow, Jennifer Gantt, Erin Iacangelo, Amanda Kennedy, Megan Kirk, Ann Moran, Jenna McGwin, Christopher Maier, Lindsey Olson, Lauren Reuscher, Carl Redmon, Akitta Robertson, Tiffany Sandstrum, Brett Spencer, Michael Wharton, Preston Williams, and Joanne Zimmerman

Absent with Notice: Lisa Bair

**Guest Speaker**

No guest speaker this month. General Business Discussion will begin at 10:30am.

**Business Meeting:**

1. **Call to Order at 10:36**
2. **Constituents’ Time**
3. **Committee Updates**
   1. Awards Committee Meeting; Tuesday September 12-Time TBD
   2. Education and Outreach Committee Meeting; Friday, September 29; 1:00pm-2:00pm
4. **Announcements**
   1. From the Staff Senate
      1. Cisco Spark: Make sure you sign on and join the discussion.
   2. From the Floor
      1. Thursday, September 7; Noon-1:30. Student Centers Services and Sodexo Showcase. Tiffany: SciTech? Sean: Did the event in Arlington last spring and would probably be open to expanding.
5. **New Business**
   1. Approve August 2017 Meeting Minutes
      1. Motioned, Seconded, Approved
   2. Social Media Report-Kathy Dodd
      1. Kathy Dodd: Facebook has 197 fans. Highest engagement after winter break and during elections. Posting more on a regular schedule. Twitter didn’t register because we do not have enough followers. We need to post more on a regular schedule.
   3. FY 18 Staff Senate Operating Budget-Jenna
      1. Original Operating Budget: $6,892.00 which was a drop from last year. We were notified earlier this month that we were getting a $189.00 rollover. Grand total is $7,081.00. With the appreciation events and a few purchases we have spent about $1,673. Which leaves us about $5,408 for the rest of the fiscal year.
   4. Update from the Chair
      1. VGEA Annual Meeting- September 16
         1. VGEA is still interested in coming. Could possibly come in November for a half an hour briefing and decide on whether we are going to host something for the Northern Virginia constituency.
      2. October Meeting guest speakers will be Frank Neville and Dr. Cabrera.
      3. A few senators have been tasked to serve on committees to look at the Strategic Plan Refresh to have ready for the December Board of Visitors meeting. Eric is on Community Impact, Megan Kirk, Research and Innovation, Chris is on Employee Engagement, and Stacey Remick-Simpkins is serving on Student Success. Andrew and Susan agreed to work with Stacey if requested.
      4. Staff Advocate: Would like to prevent burn out within the Senate. If there is a topic that we have someone who is interested and familiar, lets get some assistance. Delegate tasks to people who want to help out on a specific task.
   5. Generate Campus Specific Tasks to Complete-One from Each Campus
      1. One idea to improve your campus location-make that campus better
      2. One idea to collectively work on to improve the entire University
         1. Jenna: Meet the senators. Pay to have a coffee/happy hour. Since we have a limited budget, I would propose something like we will be at Starbucks at this day and time and drop in and say hi.
         2. George Mason University Fund: Cannot transfer credits to dependents; however, the GMU Fund is open to an idea of the Staff Senate manning phones to set up a Scholarship Fund for family members. Would be a lot of hard work and a long-term goal. Eric: Would the Awards Committee review essays? Chris: Would make sense but we can look at that process in further detail.
         3. Rebecca: Maybe staff senators can go and visit the all staff meetings.
      3. Arlington:
         1. Arlington is pretty happy. Would like to survey more feedback from Arlington staff.
      4. SciTech:
         1. Freedom Center Gym Day for Staff/The Edge/Ping Pong Tournament Social
      5. Fairfax:
         1. Tuition award: As a way to get funding, request nominal payroll deduction donation that goes into a scholarship fund. Tied to Staff/Faculty Senate. Partner with Faculty Senate and the award could be given to a dependent of a faculty/staff member. Would like to survey staff and faculty to see if there would be interest in giving to a scholarship fund through payroll deduction. Susan: Look at costs of maintaining a fund like that. Eric: Would only the dependents of those who donated to the fund be eligible to receive the scholarship? If yes that is more like a lottery. Lauren: Who is reviewing that application? What would the application look like? Essay?
         2. Live broadcasting our general meetings via WebEx and maintain links of recorded meetings on website. Have more interactive activities at the Staff Appreciation Events. Happy hours at Mason Club. University Life co-sponsored movies in the summer- help sponsor the “Star Wars Trilogy” or similar. Extend credits from 12 to 15. Sean: If you are a state employee could you be considered an in state student? Public service loan forgiveness—will put in newsletter.
         3. Plant exchange/Plant Day/Earth Day
         4. One senator takeover social media for a day. Follow up 3month/6 month orientation- after the new hire orientation. Lauren: Mason 101 is returning. Classroom based session. Not mandatory—voluntarily. Distributed to new hires.
         5. Appreciate At Large staff-deliver care packages.
6. **Old Business**
   1. Results of Summer Staff Appreciation Event Survey
      1. Shuttle Service: Gradstravaganza. Question came through-can we extend the shuttle transportation from Arlington to Fairfax throughout the year. Akitta: Provost paying for the shuttle from their own budget. Ann: Departments can contact Reston limousine and contract transportation and pay with their org code. Josh is working the Board of Visitors who are looking into whether a permanent transportations service from campus-to-campus is a viable option. Ann: In many cases, due to traffic, the metro is the most viable, fastest option. It is not free, but the metro and the Cue bus are subsidized. Chris: Board of Visitors taking in consideration what this would do to other businesses as well.
      2. Amanda: Under question 16, “more athletic event discounts”. Senate did something like this two years ago where we offered a discount code for two men’s basketball games to staff. If we would like to do this again, I can reach out to someone in athletics. Amanda will proceed with coordinating athletics discounts and bring back to a future meeting.
   2. Workplace Bullying Update
      1. Workplace Violence Policy that will also cover bullying. Expand definition that covers a broader spectrum of behavior. Is a complicated topic because HR is held to state policies and laws outside of the University and cases involving different classifications of employees are held to different standards based on these policies (ie: classified staff versus a tenured faculty). Will hopefully see a published draft in a month.
   3. Online Voting Application
      1. See how spark goes and then get back into
7. **Adjourn at 12:01pm.**
8. \*Meeting documents

August Meeting Minutes

SS FY 18 Budget

Staff Senate Staff Appreciation Survey Results

Next Meeting: Wednesday, October 4, 2017 ; 10:30am-12:00pm, Locations: Fairfax: Merten Hall 1201, Arlington: Founders Hall B119, SciTech: Colgan Hall 221. Frank Neville will be meeting with us from 10:30am-11:00am. Dr. Cabrera will be meeting with us from 11:00am-12:00pm.