

MASON STAFF SENATE
 General Meeting Minutes
 Wednesday, February 3, 2016
 12:00pm-2:00pm

Fairfax, Merten Hall 1201; SciTech, Bull Run Hall 254; Arlington, Founders Hall 119B; 703-249-8067

Members: Wajaht Ahmed, Stephanie Atkins, Lisa Bair, Susan Brionez, Andrew Bunting, Cameron Carter, Rubi Chavez, Jocelyn Hanly, Tim Harps, Barbara Hill, Amanda Kennedy, Megan Kirk, Christopher Maier, Marit Majeske, Lindsey Olson, Francina Osoria, Lauren Reuscher, Emily Robinson, Nicole Roth, Dan Silver, Amanda Shoemaker, Cloud Spurlock, Al Underwood, Alex Walsh, Katara Wright

Absent: Rubi Chavez (with notice), Tim Harps (with notice)

Guest Speakers

- Amy Moore, Mason's representative from CommonHealth, will share information on the Commonwealth's current health education campaign, *Dial It Down* (on stress management and workplace dynamics).
- Diane Smith, University Libraries, will share exciting updates and changes at Fenwick Library.

Business Meeting:

1) Call to order at 1:06

2) Constituents' Time

3) Announcements

a) From the Staff Senate

i) Spring Into Town Hall

(1) March 8, 2016-Fairfax, 1:30-2:30pm, Research Hall 163 (Telepresence in Arl-FH 322, SciTech- BRH 258); Snow Date- March 9th, 2016

(2) Linda Harbor Confirmed

(3) Josh Cantor Confirmed

(4) JJ Davis Confirmed

(5) Mark Fournier-Confirmed

(a) Dining Updates: Amanda S: Au Bon Pain confirmed for Arlington. Wing Zone in HUB open 4pm-2am and will be doing delivery on campus and in local area. Renovation on corner pocket this month. Ski ball and basketball games added and looking for pinball machines.

ii) Staff Appreciation Events

(1) March 8, 2016-Fairfax, 2:30-3:30pm, Research Hall 163; Snow Date- March 9th, 2016

(2) March 10th, 2016- Prince William, 1:00-3:00pm, Bull Run Hall Atrium; Snow Date- March 11th, 2016

(3) March 15, 2016-Arlington, 1:00-3:00pm, Founders Hall 125

b) From the University

i) Appointment of Dr. Raghuraman Thulasi Kumar as the next Associate Provost for Institutional Research and Assessment starting February 15

ii) Dr. Deborah Crawford to the position of Vice President for Research (VPR) starting

April 25

iii) Nicole: Bistro is no longer called the Bistro and is open as a Faculty/Staff Lounge
(1) Amanda S.: Pilot program to see if there is interest. If there is a strong support for the lounge, they are looking at a more permanent place (ie: George's). Discussed a partnership with Senate about a table once a month with speaker or senator (contact Wendy Carroll). With it being an events space, they will probably not allow bulletin boards or posters. Opens today. Lauren: Should be put in efiles. Amanda S.: Email just went to HR liaisons. Spread the word. Nicole: Friday, February 12th is the dedication ceremony.

c) Committee Meetings

i) Events Committee: February 10th; 11:00pm-12:00pm; Research 163

ii) Executive Committee: Rescheduled from January-TBD

iii) Amanda K.: Employee of the Month Committee, Call for nominations.

iv) Dan: Joined Family Matters Committee but they have not met yet.

d) From the floor

i) Andrew: Carnegie Higher Education Status. We were formerly a High Research Institution. One of Dr. Cabrera's strategic goals (#10) is to become Very High. 2015-2016 rankings published on February 1. Mason moved up to Very High. Accomplished strategic goal number 10.

4) **New Business**

a) Approve December 2015 Meeting Minutes

i) Motioned, Seconded, Approved

b) Approve January 2016 Goal Setting Meeting Minutes

i) Motioned, Seconded, Approved

c) Update from the Chair

i) Priorities:

(1) Did not attend Mason Lobbies because it was postponed due to icy conditions.

(2) Website: profiles up-to-date, make sure committees are up to date, Nicole will update "Message from the Chair"

(3) Ad Hoc Committees/Committees: Role call from senate. Make sure we have active senators serving on those committees and we are hearing feedback from them.

(4) Relationship with Campus as Whole: Change format of General Meeting speakers to a panel format. Bring in more speakers like CommonHealth or HR to discuss benefits. Lauren: Whomever we approach is typically receptive to attend. Also feels we are not serving our constituents in the current format. Agree on having a more interactive approach. Amanda S.: Site visits (ie: Front Royal)? Al: Facilities would be a good speaker. Nicole: Add facilities to list. Amanda S.: Guns on Campus (environmental health and safety). Nicole: Maybe schedule speakers around a topic vs. just the speaker. Lisa: In the interest of people coming to our meetings, Lisa suggests finding space in a more central location or varied spaces. Johnson Center? Collaborative Learning Hub? April: Cathy Wolf confirmed and add Tom Calhoun. Susan: If it is a panel we need questions to ask. Amanda S.: Suggests Development and Alumni Relations as a guest speaker. Dan: Collect questions via our newsletter if constituents cannot attend. Nicole: Begin panel approach at April meeting. Promote at Town Hall and in newsletter next month. Send out an e-mail from our listserv day-of. Clever name for panel?

(5) Lack of Jobs to Careers Opportunities. Move forward with structuring those opportunities. Helping offices build those and let them know that is what staff are seeking. Dan: Sounds like a good panel. Susan: Classes available and trainings, but many are not aware these opportunities exist. Nicole: Direct constituents to resources through our website. Look at September meeting to hold a panel to discuss these resources.

(6) Promoting Relationships with Other Campuses/ Better Signage. Help each other to make things more clear. Agreement that we deal with a lot of lost people

Amanda S.: There is a hold on signage due to a rollout on all signs that share the same branding across campuses. Chris: Direct questions to Cathy Wolfe. Nicole: Maybe a solution is to ask for better temporary signage. Lindsey: What are our avenues for finding a solution. Nicole: Depends on who is going to take them up and who is going to research. Requires the chair to make a list of items and then delegating. Lindsey: Petition, contacting person? Nicole: A lot is going to be conversations. Susan: Us interacting with each other is an important role (ie: Susan keeps a stack of campus maps to direct students to their destinations on campus). Lauren: We need to be strategic in who we have at our meetings. Use that time to have these conversations. Lindsey: Give them topics in advance so they may be able to address them versus say we will get back with you.

- (7) Advocating for Transparency in all Meetings with Higher-ups. Be allies to transparency. This transparency question is coming from “arbitrary systems” being purchased and put in place. As long as we are asking questions and gaining answers that will help with transparency.
- (8) Flex work: Avenue to help improve work life balance and morale. For some work environments flex work is not permitted but a lot happens under the table. Comes down to supervisors allowing it. Dan: Suggests flex work panel where we invite flex work employees and supervisors to share how they work effectively. Cameron: Have a supervisor on the panel to share how they validate work.

5) **Old Business**

- a) Staff Senate Day at Mason Men’s Basketball-Update
 - i) 42 Total Tickets Sold (34 tickets for Feb 6. and 8 tickets for Feb. 24). Goal is 30 per game.
- b) Staff Senate Constitution Change
 - i) Resolution 2015-12: Ex Officio Admin Faculty—VOTE POSTPONED

Roundtable

Visiting Senators: Email Cameron and Lisa if you are interested.

Adjourn at 1:57

*Meeting documents

December Meeting Minutes
January 2016 Goal Setting Meeting Minutes
Staff Senate Days at Mason Men’s Basketball Flyer
Town Hall/Staff Appreciation Event Flyers

Next Meeting: Wednesday, April 6 (Fairfax: Merten 1201; Bull Run Hall 254 (SciTech); Founders Hall B119 (Arlington); 703-249-8067)