

MASON STAFF SENATE
General Meeting Minutes
Wednesday, June 4, 2014 12:00 – 2:00 pm
Fairfax, Innovation Hall 334; Arlington, Founders Hall B119; Prince William, Bull Run
Hall 254; Front Royal, Academic 219*

Present: Lisa Bair, Stephanie Barnett, Susan Brionez, Amanda Corrigan, Jennifer Hamilton, Laura Harrison, Doug Hernandez, Jacqueline Inskeep, Megan Kirk, Patrick Ledesma, Lindsey Lowenberg, Marit Majeske, Dean Naldrett, Stephanie Payton, Christina Sanders, Brett Say, Paul Wieber, Stephanie Zeher

Absent: Andrew Bunting, Kevin Diffily, Andrew Addison, Stacey Remick-Simkins, Alfred Underwood, Rubi Chavez, Nicole Roth,

Guest Speakers

Jennifer (J.J.) Wagner Davis, Senior Vice President for Administration and Finance

Topic: Changes at Mason including construction, policies, University Process Improvement Council updates, Mason Matters and more.

Business Meeting

- 1) Call to order at 12:40 pm by Stephanie Payton
- 2) Constituents' Time: No constituents today
- 3) Committee Tasks
 - a) Refer to "Changes to Committee Tasks" document
 - i) Numbered items are what already exists in bylaws
 - ii) Related Tasks: proposed additions/changes
 - b) Feedback
 - i) Related items in E&O—should identify events
 - (1) Recommended that we need to generate comprehensive list of campus events/activities
 - (a) This has been recently discussed
 - (b) Document should be shared among all senators
 - (2) This event is expected of staff senate by Events Management
 - ii) Toys 4 Tots
 - (1) Should be under a specific committee
 - (2) This event is expected of staff senate by Events Management
 - iii) Committees need to be staggered with new and old senators
 - iv) Goal of this document – to assign specific tasks
 - v) Suggested that Events Management come talk with us at a future general meeting

- (1) Michael Wharton once did a talk on events planning management from a fiscal perspective
- vi) We will solicit senators for preference on committees
- vii) This will help us determine population of committee
- viii) Name of committee should be Education and Outreach not Outreach and Education
- c) Everyone encourage to reread Constitution and Bylaws

Stephanie departed/Megan Kirk to chair balance of meeting at 1:05 pm

- 4) Announcements
 - a) Noteworthy campus starts/resignations
 - i) START: Brad Edwards, Athletic Director
 - ii) Brett: Large personality, definitely a marketing focus to be expected from him. Not likely to mean we'll have a football team. Discussion of Cabrera's rhetoric
 - b) Senator Graduates
 - i) Lindsey, Marit and Dean
 - c) From the Staff Senate
 - i) Global Professional Exchange Program applications being accepted until June 13, 5:00 pm. Please spread the word
 - (1) Discussion of the problematic nature applying to two countries when an applicant may have interest in just one or have travel limitations
 - ii) Book scholarship committee needs another committee
 - (1) July 8 at 3:00. Jennifer Hamilton will participant
 - d) Committee Meeting
 - i) Events Committee June 25; 12:00pm-1:00pm, Patriot Lounge, Sub I, Fairfax (No teleconference available)
 - e) From the floor
 - i) Resolution Solution participants
- 5) Advisory Committees Summary Reports
 - a) Dining committee on hiatus for summer
 - b) University Communicators—waiting on branding identity guide
- 6) Old Business
 - a) Approve May 2014 meeting minutes
 - i) Call for substantive changes
 - ii) Motioned, seconded, approved.
 - b) Review of current financial statement
 - i) Year-end spending
 - (1) We will end with a \$521.81 balance for which we will request a rollover.
 - ii) Progress on AIGA logo work
 - (1) Will need approval on design from Creative Services
 - (2) Would like a few versions to vote on

- c) Resolution 2014-3: Proposed change to Executive Committee Membership
 - i) Expand Executive Committee to include chairs of committee in addition to chair, vice chair, treasurer, parliamentarian
 - ii) Motion to pass resolution, seconded, approved unanimously
 - d) Vote for Vice Chair—Susan Brionez
 - i) Current Nominees
 - (1) Brett Say
 - ~~(2) Andrew Bunting—declined~~
 - (3) Megan Kirk
 - ii) Last call for nominees
 - iii) Voting (by paper ballot)
 - (1) Results:
 - (a) Megan Kirk
 - e) Events Committee
 - i) Event for Essential Personnel—Debriefing
 - (1) Post photos to SS website
 - ii) Staff Appreciation Event—Update
 - (1) Planning going well
 - (2) Check in changes
 - (3) Survey
 - (4) Lucy, new K9 police dog
 - (5) Invitations
 - (a) Suggested: Meet and Greet with new leadership
 - (6) Susan may be able to get a backdrop for photo booth
 - (7) Future idea for photobooth “Thank You Cam”
 - iii) Autumn Bazaar—Update
 - (1) Seeking final approval from Senior Vice President
 - (2) Stephanie to handle getting approval
 - b) Nominations/Elections
 - i) Info Session—debriefing
 - ii) Process for those senators seeking reelection
 - (1) Need to submit a nomination form (available on our website)
 - (2) Need to be voted in
- 2) Roundtable Items
- a) Brett: Being on search committee
 - i) Identify those for whom we advocate
 - ii) Recruit prospective senators
 - (1) Korean campus staff
 - (2) Targeted outreach was done to underrepresented departments
 - iii) Dr. Wu coming to future meeting
 - (1) Need to determine what we can do for him; what impression does he want to take away
 - (2) Mason 101
- 3) Adjourned @ 1:55 pm by Megan Kirk

Meeting Documents:

May 2014 Draft Meeting Minutes

Current Financial Statement

Changes to Committee Tasks

* Teleconference available; call in number: 703-249-8067