

**MASON STAFF SENATE**  
General Meeting Agenda  
Wednesday, September 3, 2014  
12:00 – 2:00 pm

Fairfax: Innovation Hall 334, Arlington: Founders B119,  
Prince William: Bull Run 254, Teleconference: 703.

Present: Andrew Addison, Wajaht Ahmed, Lisa Bair, Susan Brionez, Andrew Bunting, Rubi Chavez, Lauren Clark , Jennifer Hamilton, Jocelyn Hanly, Joe Hinrichs, Amanda Kennedy, Megan Kirk, Lindsey Lowenberg, Marit Majeske, Francina Osoria, Stephanie Payton, Emily Robinson, Nicole Roth, Amanda Shoemaker, Cloud Spurlock, Al Underwood, Alex Walsh, Stephanie Zeher

Absent: Amanda Corrigan (with notice), Laura Harrison (with notice), Brett Say (with notice), Doug Hernandez (without notice), Dean Naldrett (without notice)

Guest Speaker

Sarah Seeberg: Director, Creative Services

Topic: Mason's New Branding Initiative: An Introduction and Q & A

Business Meeting:

- 1) Call to order @ 1:07 pm
- 2) Constituents' Time—no constituents today
- 3) Announcements
  - a) From Staff Senate
    - i) Winners of Global Professional Staff Exchange Program-- Jennifer Hamilton and Cheryl Welch  
(1) Jennifer leaves for Basil, Switzerland, November 1
  - b) University Starts
    - i) Athletic Director: Brad Edwards
    - ii) University Libraries: New head of publishing group and new department
  - c) Committee Meetings
    - i) Awards Committee—please note corrected dates below  
(1) September 17, 12:00 – 1:00 pm, Merten Hall 3500, teleconference available
    - ii) Education and Outreach  
(1) September 10, 12:00 – 1:00 pm, Merten Hall 3500, teleconference available
- 4) Old Business
  - a) Approve August 2014 meeting minutes (attached)
    - i) Recommend first item state “present”
    - ii) Motion to approve, seconded, vote  
(1) Unanimous approval
  - b) Review of 2014-15 financial statement (attached)

- i) Need to cut 2.5% off Staff Senate expenses
    - ii) Will likely come from promotions and staff appreciation events
  - c) Staff Appreciation Debrief
  - d) Outstanding Supervisor Award update
    - i) 21 nominations, 13 nominees
  - e) GPSE Visitor Schedule
    - i) Kathrin will send out schedule of Staff Senate event
- 5) New Business
- a) Staff appreciation event raffle prize selection process
    - i) Need to streamline raffle guidelines
    - ii) Anonymous email to Staff Senate regarding lack of transparency
    - iii) Question:
      - (1) Senators or affiliated persons, should they be allowed to enter guidelines?
        - (a) Yes, we are all staff
        - (b) Devil's advocate: if we're trying to get others to know about the Staff Senate, maybe senators shouldn't win. An agreeing position.
        - (c) Response: These are donations not purchases.
        - (d) Suggest that we draw winners at each event
          - (i) Problematic if some prizes are across all campus
          - (ii) Differences in types, numbers, etc.
          - (iii) What if people cannot be at event
      - (2) For winter event, let's aim for more transparency
        - (a) Have selection process at event and on-line
      - (3) What would make staff feel comfortable?
        - (a) Suggestions
          - (i) Staff senate not participate
          - (ii) Someone not in pool in potential winners: Linda Harber?
          - (iii) At least three people at drawing
          - (iv) Videotape drawing
          - (v) Since prizes are donations, we have the responsibility to make them accessible to all
          - (vi) Use some statistical evidence to support our position
        - (4) Stephanie Payton suggested executive committee refine process
  - b) Constituents' concerns about staff pay
    - i) Probably not much movement on pay increases given recent email from Dr. Cabrera mandating budget cuts
    - ii) We always need to advocate for staff, nonetheless
    - iii) Think about how we can advocate for staff
      - (1) VGEA, via Stacey Remick-Simkins
      - (2) Build internal relations with administration
      - (3) Requirements for employment that required MA, then start at a minimum payband.
      - (4) Would this warrant someone from Human Resources and Payroll discussing pay band/class and classification? How to advance yourself.

What does commensurate with experience mean? How to negotiate salaries. Tips

(5) Questioned: why is the Staff Senate the group advocating for staff?

(6) Other state institutions receive stipends for living in Northern VA

(7) The smaller endowment of Mason restricts additional funding.

(8) VCU website has good detailed descriptions on paybands/duties

c) Mason Lobbies

i) A day in January that student government goes to Richmond to advocate for Mason.

ii) In the past, Lisa Bair was key person. We're looking for someone to sit on committee.

iii) Open to everyone. Lots of staff go just to support staff.

iv) Email Kathrin

v) Date not yet known.

d) University Advisory Committees

i) Need a mechanism to report back regularly

ii) All senate appointees need to be at next meeting

6) Roundtable

7) Adjourn

Meeting documents

8.6.14 Meeting Minutes

September Financial Statement

Next Meeting:

Wednesday, October 1

12:00 - 2:00 pm

Fairfax, Research 163; Arlington, Founders B119; and Prince William, Bull Run 254. Teleconference: 703-249-8067