**Mason Staff Senate**

APPROVED 5.11.16

General Meeting Agenda

Wednesday, April 6, 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, Barbara Hill, Amanda Kennedy, Megan Kirk, Christopher Maier, Marit Majeske, Lindsey Olson, Francina Osoria, Lauren Reuscher, Emily Robinson, Nicole Roth, Dan Silver, Cloud Spurlock, Al Underwood, Alex Walsh, Katara Wright

Absent: Wajaht Ahmed (with notice), Susan Brionez (with notice), Cameron Cater (with notice), Barbara Hill (with notice), Marit Majeske (with notice), Cloud Spurlock (with notice), Alex Walsh (with notice)

**Guest Speakers**

* Cathy Pinskey, Director of Campus Planning, discussed recent and upcoming changes across Mason’s campuses. The Office of Campus Planning oversees strategic land planning, campus master planning, long-range utility planning, exterior architectural standards, landscape architectural standards, space standards and guidelines, and campus art standards.

**Business Meeting:**

1. **Call to order at 1:13**
2. **Constituents’ Time** 
   1. Dan: Constituent works above where the golf carts are in Merten. It is not a designated smoking area but since it is covered people use it as so. If she opens her window, smoke comes into her office. Andrew: Check and make sure there are no urns that someone has moved. Will take to Smoking Committee.
3. **Announcements**
   1. From the Staff Senate
      1. Resignations
         1. Tim Harps (February, 2016)
         2. Amanda Shoemaker (March, 2016)
   2. Committee Meetings
      1. Awards Committee: TBD
   3. From the floor
      1. Rutledge Dennis: GMU Faculty Club
         1. Started using the name staff in the proposal and then stopped using it; replaced with faculty and administrators; and final version updated with faculty, staff, and administrators.
         2. Dennis came here in 1989 and tried various places to have a gathering place for faculty but none seem to work well. Georges seems appropriate for this. Gathering place where staff, faculty, administration meet and greet would be a wonderful contribution to ourselves and the entire University population. Still negotiating. Met with JJ Davis and will meet again in 2.5 weeks to nail things down and delegate responsibilities.
         3. What are the advantages and disadvantages to having a private club? UVA has the longest running and Virginia Tech’s is a private club on University ground but not supported by the University.
         4. Mason willing to do some updates to Georges. JJ does not want move forward if this operates as a loss. 400 membership requirement before we can move to step 3 or 4. $250 membership fee for charters (They have close to 100 of those). Regular membership $25 per semester plus you pay for food.
         5. An organized Board of Governors will govern the University Club.
         6. At this point, they are simply informing Staff Senate and hoping they will be on board as they proceed.
         7. Nicole: Taking pledges? Dennis: Yes.
         8. Dan: Why do they think this will succeed where George’s failed? Dennis: We will be a part of the planning process, involved in creating the atmosphere. Claiming ownership makes a difference.
         9. Email Rutledge if there is interest. Nicole: Put in newsletter and will scan and send updated proposal to senate.
         10. Staff Senate Discussion: Christopher: Would be nice to see someone from the business office on or involved in proposal. Dan: Worked in food services before and typically faculty clubs do not break even. Megan: Suggestion to review cost of food, food policy, and alcohol policy.
4. **New Business**
   1. Approve February 2016 Meeting Minutes
      1. Motioned, Seconded, Approved
   2. Spring Into Town Hall/Staff Appreciation Event
      1. Spring Into Town Hall Attendance
         1. 105=Fairfax
         2. 20=Arlington
         3. 2=Science and Technology
      2. Staff Appreciation Event Attendance
         1. Arlington=75
         2. Science and Technology=40
         3. Fairfax=105
      3. Thanks to Barbara for all of her help on the Arlington campus and Amanda for keeping the details together. Great attendance at Arlington.
         1. Chris: Leftovers at SciTech and Fairfax but not enough at Arlington
         2. Lisa: Go back to having a morning event to boost attendance.
         3. Nicole: Be aware of time and shift changes in facilities
      4. Survey Results
   3. Update from the Chair
      1. Committee Structure: Reconsider the distribution of efforts. Education and Outreach Committee responsibilities are growing. Take a look at the three committees and the division of labor. Email Nicole for any suggestions.
   4. Global Professional Staff Exchange: No program this year.
   5. Dr. Cabrera Meeting with Senate Twice per Year
      1. Contacted Nicole. He cannot make any of the meetings the rest of the year. Looking for a special meeting with Cabrera
         1. We should have topics for him to talk about.
         2. Lauren: Change the date of the meeting to accommodate his schedule.
   6. Columbus Day/Indigenous People Day
      1. Faculty and Student Senate have discussed changing Columbus Day to Indigenous People Day or similar. Looking for support to contact Mason to request a change on our Academic Calendar.
         1. Dan: No problem supporting it, but not sure how the Staff Senate can be involved. Would suggest an email to upper administration to see if they have the option to change this in our calendar.
         2. Francina: Starting to talk about this in Elementary Education as well.
         3. Megan: Purpose is to get everyone on bored and move forward from there. Pretty sure that Mason has authority over our academic calendar. If we feel like we should support this, it would be a good opportunity to work with Faculty Senate and Student Senate. Faculty Senate discussed it, but did not settle on a way to proceed.
         4. Lisa: Ask our constituents if this is something important to them.
         5. Andrew: Abstains and Rubi: May not be the battle we should choose. Going against the masses.
         6. Discuss at next meting. Nicole will reach out to Faculty Senate and see where they stand.
5. **Old Business**

**Roundtable**

Dan: Joined the Family Advocacy Committee. A group of faculty who wanted to talk about issues that families have at Mason. Family Matters is sort of HR taking a step forward and saying here is what we can actually do. Advocacy Committee’s first meeting is May 4. Over 51 parents were involved in Bring your Kids to Mason Day. Got a pic with Cabrera with 50+ kids. Lauren: Results of survey been released? Dan: Been discussed and having it analyzed. Haven’t seen all the details. Based on interest, discussing having a daycare a week before school starts.

Nicole: Reminder to complete Biannual Transportation Survey that came out on Monday.

Chris: Parking Transportation Meeting (will scan and send notes out to the Senate).

Lauren: HR Orientation: Looking for volunteers. Will open to whole senate. If there is anyone interested please email Lauren. Every other week on Tuesdays at 2:40. Takes 10-15 minutes of time in Merten Hall in the HR training room. Will send email to senate.

Meeting adjourned at 1:58pm.

\*Meeting documents

February Meeting Minutes

Faculty/Staff Club Proposal

Spring 2016 Staff Appreciation Event Survey Results

Next Meeting: Wednesday, May 4 (Fairfax: TBD; Bull Run Hall 254 (SciTech); Founders Hall B119 (Arlington); 703-249-8067)