

MASON STAFF SENATE
General Meeting Minutes
Wednesday, November 6, 2013 12:00 – 2:00 pm
Telepresence Rooms*

Present: Andrew Addison, Lisa Bair, Stephanie Barnett, Andrew Bunting, Rubi Chavez, Amanda Corrigan, Kevin Diffily, Jennifer Hamilton, Laura Harrison, Doug Hernandez, Megan Kirk, Patrick Ledesma, Lindsey Lowenberg, Marit Majeske, Dean Naldrett, Stephanie Payton, Stacey Remick-Simkins, Nicole Roth, Christina Sanders, Brett Say, Lindsay Schreiber, Alfred Underwood, Stephanie Zeher

Absent: Paul Wieber (on leave), Susan Brionez (with notice), Jacqueline Inskeep

Guest Speakers

Katheryn D. Zupan, Associate Director, Graduate Admissions

Mark Smith, Director, State Government Relations

Constituents' Time: None present today

- 1) Call to order @ 1:00 pm by Stephanie Payton
- 2) Announcements
 - a) Noteworthy campus start
 - i) Marilyn T. Smith, Vice President, Information Technology and CIO
 - ii) Begins December 1, 2013
 - b) From the Staff Senate
 - i) This month's meetings:
 - (1) Events Committee, Wednesday, November 13, 12:00 – 1:00 pm
Telepresence Rooms (Fairfax UHall 3001; Arlington Founders Hall 720;
Prince William Occoquan 221) (Note: This item in error; this committee
meets on Wednesday, December 11)
 - ii) Upcoming events
 - (1) Veterans Day project with Office of Military Services, Friday November
8, 10:00 am,
 - (a) Contact Stephanie Barnett by Thursday, November 7 if you would like
to participate
 - (2) Staff Appreciation Events all @ 9:30 to 11:30
 - (a) Wednesday, January 29, Prince William, Bull Run Atrium
 - (b) Wednesday, February 6, Arlington, Founders Hall 125
 - (c) Wednesday, February 12, Fairfax, Sub I, Patriot's Lounge
 - iii) Staff Senate Calendar
 - (1) In process of being "unhidden" so all senators may access
 - iv) Use of Jabber for General Meetings—Christina Sanders
 - (1) In general, Jabber spreading across campus
 - (2) Use as a backup if unable to get out

- (3) Takes up ports on our bridge when used for meetings so need to limit use
 - (4) Point to point not a problem
 - (5) Two bridges for Staff Senate
 - (a) staffsenateconf@gmu.edu Quick meeting w/o room for impromptu smaller meetings
 - (b) staffsenatemt看@gmu.edu for scheduled meeting in telepresence or videoconference room
 - (6) Contact Christina Sanders with questions
 - c) Mason Lobbies on January 30
 - i) Student government representative: Kevin Jackson
 - (1) Invited all to Mason Lobbies on January 30
 - (2) Registration ends November 22
 - d) Dilan Wickerama from Student Government
 - i) Resolution supporting benefits for same sex couples was signed by faculty senate and student government
 - ii) Gold Rush this Friday, first basketball game, pep rally, t-shirts, etc.
 - (1) Meet by George's stature
 - iii) From the floor
 - (1) Nicole Roth—Completed emergency training, which was well done and worth the time and effort
- 3) Old Business
- a) Approve October 2013 meeting minutes (attached)
 - i) Motioned, seconded, approved
 - b) Review of current financial statement (attached)
 - c) Goal Setting for approval—tabled until next meeting
 - d) Mason Matters—Marit Majeske
 - (1) Senates had been requested to review in preparation for discussion
 - (a) Due date is this Friday; last day of pilot
 - (2) Website changes already suggested have been enacted
 - (3) UPIC committee concerned about lack of feedback
 - (a) Test group just went to Staff Senators
 - (b) Purpose is especially concerned about cost savings and efficiency
 - (4) Is logging in a concern?
 - (a) Yes, identifying information a concern
 - (5) Concerns
 - (a) Trying to form response in a way that is helpful and created in such a matter that it fits the format is difficult
 - (b) Want to be certain that this is not a complaint form
 - (c) Processes to improve are often internal
 - (d) Going above a supervisor's head can be problematic
 - (e) Are staff getting overloaded with town halls, strategic planning, etc. and all the idea generation calls upon staff
 - (6) Comments

- (a) The website is a great idea but a lot of complaints will likely be received
 - (b) Groups can work as a department-wide initiative
 - (c) Easier to identify problem than improvement
 - (d) Has the potential to facilitate partnerships between departments
 - (e) Emphasis on quantity over quality
 - (f) Making results visible will let staff know they are being heard, moving forward
 - (i) Will take time, but submitters will hear back.
- 4) New Business
- a) Staff Appreciation Events –Christine
 - i) Discussion: Keynote speakers at each event
 - (1) Stacey—within legislative speaker, might be useful to have a keynote speaker who is engaged with Richmond
 - (2) JJ Davis Wagner would be great person for Fairfax
 - (3) Comments
 - (a) If speaker has scheduled time
 - (i) There might be a rush or a lull at that time
 - (b) Topic would have to emphasize appreciation of staff in light of event’s purpose
 - (c) Should not a have speaker just for the sake of having a speaker
 - (i) Need someone who could sincerely extend their thanks; be motivating and positive,
 - (d) Doesn’t need to be a long speech, invite the speaker to mingle
 - (e) Representation at every campus, consistent on every campus
 - (f) Stephanie Payton will approach selected speakers
 - (g) Need to get it on potential speakers calendars soon
 - (h) Motioned, seconded
 - (i) Ya—majority, passed
 - (ii) Nay—1
 - (iii) Abstaining—1
 - ii) Additional help need for specific events
 - (1) Catering: Amanda Corrigan and Lisa Bair
 - (2) Information Tables: Kathrin and Stephanie Zeher
 - (3) Photo Booth: Brett Say and Jackie Inskeep
 - (4) Music—Nicole Roth
 - b) Office of Ombudsman
 - i) Brought to Staff Senate to process through
 - (1) Some classified and admin-faculty feeling need for ombudsman
 - (2) Not a new topic on campus
 - (3) Stephanie asked Doug Hernandez to research comparable institutions to determine benchmarks for whether this office/service exists, size of other campuses, staff composition, etc.
 - (4) Comments and questions
 - (a) Would it be someone from Staff Senate to field complaints?
 - (i) No, it would a specific person for staff/faculty

- (ii) Currently, ombudsman serves students only
- (b) Human Resources relations person currently serves a similar role
 - (i) Perhaps perception of that resource not being a safe place
- (c) Asked what the ombudsman would be doing? Admissions vs. Human Resources (HR)
- (d) If HR, that's a different issue
 - (i) There is a request for a new position on campus
- (e) Putting a staff member in such a position without authority is likely problematic
- (f) There is a workplace coaching program within HR that somewhat serves that need. These coaches have training
- (g) It may be the staff who brought this to the senate are unaware of resources:
 - (i) May be the crux of the problem is that they don't know the scope of resources
- (h) The tasks of an ombudsman: gives a neutral space; does not advocate. The semantics of the title are misleading. From Lauren : What HR does: Jessica Cain does the work of an ombudsman role currently. Shernita Parker is marketed as the "ombudsman" for faculty-administrative staff
 - (i) Discussed having these Jessica and Shernita come to a future SS meeting and address neutrality concerns
 - (j) Call for ad hoc committee on this issue, email Kathrin and Stephanie Payton if interested
- c) Benefits for same sex partners
 - i) Student and Faculty have put forth resolutions in support of issue
 - ii) SP reached out to Rick Choller of LGBTQ in support of their resolutions
 - iii) If senators interested, email KBB and SP for ad hoc committee if formed
- d) Volunteer to spearhead toys for Toys 4 Tots/Holiday Food Drive
 - i) Nicole Roth

5) Roundtable Items

- a) Reports: Advisory Committees/Ad hoc Committees--tabled
 - i) Committee reports
 - (1) Please email to Kathrin
- b) From the floor
 - i) Parking concerns
 - (1) Need for reserved parking spots for staff members
 - (2) Willing to pay almost any price
 - (3) Currently reserved lots but not spaces
 - (4) Will have parking committee members take issue to next meeting
 - ii) New committee member willing to serve: Jennifer Hamilton
 - (1) Kevin thinks next meeting is December 8,

6) Adjourned @ 1:59 pm by Stephanie Payton

Next Meeting: Wednesday, December 4, Meese Conference Room, video conference to Arlington, Prince William, Front Royal, and Loudoun

Meeting Documents:

October 2013 Draft Meeting Minutes

Current Financial Statement (to be distributed on Monday, November 4)

* Fairfax UHall 3001; Arlington Founders Hall 720; Prince William Occoquan 221; videoconference to Front Royal and Loudoun 202; teleconference available. Call in number: 703-249-8067

Minutes by Kathrin Breitt Brown