

MASON STAFF SENATE
General Meeting Agenda
Wednesday, March 4, 2015
12:00 – 2:00 pm
Fairfax, Innovation Hall 334

Videoconferenced to Arlington, Founders Hall B119, Prince William, Bull Run 254
Teleconference: 703-249-8067

Members: Andrew Addison, Wajaht Ahmed, Lisa Bair, Susan Brionez, Andrew Bunting, Rubi Chavez, Amanda Corrigan, Jocelyn Hanly, Jennifer Hamilton, Laura Harrison, Megan Kirk, Marit Majeske, Dean , Stephanie Payton, Lauren Reuscher, Emily Robinson, Brett Say, Amanda Shoemaker, Alex Walsh, Stephanie Zeher

Not Present: Joe Hinrichs (with notice), Amanda Kennedy, Francina Osoria (with notice), Cloud Spurlock, Al Underwood

Guest Speakers

Connie Benson, Director of Recreation, Mason Recreation

Amanda Meiklejohn, Recreation Program Manager and Camp Director, Freedom Center, will offer information about Fitness and Recreation

J Mark Smith, Director, State Government Relations, Government and Community Relations

- More pieces of legislation dealing with higher education (recommendations for better operating procedures, public procurement amendments more favorable to higher education, legislation for campus sexual violence)
- Higher education as a system gained approximately 60 million dollars
- Salary adjustment: 2% increase as of August 1, 2015 (vs July or December as done previously) into base salary (not a bonus, counts towards VRS credit)
- Compression Component; \$65 per year for employees with 5 or more years of service (up to 30 years) in addition to 2% salary increase
- Mason Lobbies: More than 100 students faculty and staff at Mason Lobbies
- Memos of Understanding
 - Local law enforcement
 - Transcripts: more specificity, will now read, for example, “suspended due to violation of University policy 1.3b” versus dismissed for non-academic reasons

Business Meeting:

1) Call to order

2) Constituents’ Time

- a) Full time staff member interested in taking 9 undergraduate credits; can only take 6 credits with tuition waiver. Discussion will continue at a future meeting. In the meantime, Stephanie will look into the specific language of the tuition waiver policy.
- b) Stephanie encourages senators to invite staff members to upcoming meetings in preparation for elections.

3) Announcements

- a) From the Staff Senate

- i) Amanda Corrigan, new Administrative Assistant, started on February 25
 - ii) Nicole Roth, baby girl, Katelyn Amelia, born on February 19
 - iii) Laura Harrison accepted new position at University of Richmond, last day March 17
 - iv) Brown Bag with Dr. Cabrera rescheduled for April 1 General Meeting—speakers include Provost Wu and Dr. Cabrera. Discussion points will be drafted from SurveyMonkey sent to staff senators; meeting open to constituents.
- b) From the floor
- i) None today

New Business

- c) Approve February 2015 Meeting Minutes (attached)
 - i) Motion, seconded, approved
 - d) Spring into Well-being
 - i) Sign up for Spring into Well Being. Staff Senate supporting event by volunteering to staff information booths. Be a presence and engage with community. Volunteer opportunities begin March 19-March 22; 1 hour increments.
 - e) Budget
 - i) Will spend \$300 extra dollars on administrative needs -no official proposal. (1) Motion, seconded, approved
 - ii) Anticipating some residual funds in the events budget since Arlington has waived Staff Appreciation Event fees. We will discuss how to spend these additional funds at a future meeting.
 - f) Survey of topics for Dr. Cabrera visit
 - i) See calendar invite (SurveyMonkey link)
 - g) Inclement weather building policy
 - i) Staff member from Arlington inquiring about the policy of what time buildings are unlocked during delayed openings. Recommendations are to use swipe cards or provide special access for staff to access buildings early.
 - ii) Complaints from external clients related to Mason making the call to delay or close too late. Policy 2207 says the call will be made by 5am.
 - iii) Next steps: Stephanie will reach out to Arlington senators to further discuss policies and processes at Arlington.
 - h) Admin-Faculty Liaison draft proposal

We have several Admin Faculty in coordinator positions that are excited about Staff Senate. Faculty Senate does not represent them. Megan drafted proposal with suggestions for qualifications. We can limit the number of administrative faculty to one; we can increase membership by one or replace an at large senator. A majority of senators have the desire to include administrative faculty. Majority of the senate against the third qualification. As far as voting, their needs may conflict with our mission. Suggestion to revisit this every year, refer them to MAAN if they are academic advisors, and look at other universities as models. Next steps: Make changes to document and send to Megan and Stephanie for discussion at future meeting.
- 4) **Old Business**
- a) Tuition Policy Ad Hoc committee update-Megan will send any updates via email
 - b) Pedestrian Safety Initiative Update-Doug Hernandez-in research phase will update how they are moving forward
 - c) Rent at Masonvale
 - i. Tabled until future meeting
 - d) Campus price comparisons
 - i. Tabled until future meeting

5) Roundtable

- a) Committee updates
 - i) Megan: Operational Effectiveness Committee—ideas that streamline processes/ investment in systems that make processes more streamline (HR/ITU)—if you want to forward an email to Megan she can bring ideas up to the committee

- ii) Stephanie Z-Cheryl Welch-Global Exchange Program-going to Korea this month (include in Next Newsletter)
- iii) Stephanie P-Sexual Violence Prevention-In the next week publishing recommendation-took a look at what the University is currently doing and came up with a comprehensive 12 page document. Committee's goal is to eradicate sexual violence in 10 years.
- iv) Stephanie P-GMU applied to be a Distinctive Carnegie School. Was not selected but they did spend time walking through application and suggesting improvements. Will reapply in 5 years.

6) **Adjourn**

*Meeting documents

2.4.15 Meeting Minutes Draft

Next Meeting: Wednesday, April 1 from 12:00 - 2:00 pm

Fairfax, Innovation Hall 334; Arlington, Founders B119; and Prince William, Bull Run 254.

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