

GEORGE MASON UNIVERSITY STAFF SENATE
General Meeting Minutes
August 7, 2012, 11:00 – 12:30 pm
JC 311D*

Present: Susan Brionez, Joey Carls, Rubi Chavez, Tya El, Laura Harrison, Megan Kirk, Patrick Ledesma, Ginnie Mahoney, Marit Majeske, Amanda Meiklejohn, Charles Nicholson, Christina Nienaber, Della Patrick, Stephanie Payton, Stacey Remick-Simkins, Toshiko Uchiyama, Karen Underwood, Paul Wieber, Sephanie Zeher

Notified Absent: Sara Montiel, Tony Miller, Kevin Diffily

Absent: None

- 1) Call to Order at 11:00 am by Joey Carls
- 2) Announcements:
 - a) Staff Senate resignations
 - i) Gail Hodges, has been on medical leave
 - ii) Christina Nienaber, leaving university
 - b) Meetings schedule
 - i) August Changes
 - (1) Executive Meeting moved to August 21, 12:00 pm
 - (2) Communications & Outreach moved to August 22, 11:00 am
 - (3) Awards & Events combined with S.A.D. Debriefing, August 14, 12:00pm
 - ii) Future Meetings
 - (1) Locations TBA
 - iii) S.A.D. debriefing—Tuesday, August 14, 12 am, JC 311D video conference to Arlington and PW
- 3) Constituents' Time—many constituents present, no comments at this time
- 4) Old Business
 - a) Approval of March 2012 Meeting Minutes (on shared drive)
 - i) Approved
 - b) Approval of June 2012 Meeting Minutes (on shared drive)
 - i) Approved
- 5) New Business
 - a) Executive Committee
 - i) S.A.D. charges for Fairfax catering were charged to FY 2013, carry forward has been requested. Senate will be told in September whether this has been approved.
 - ii) Resolution 2012-4: Constitutional Amendment (notice only)
 - (1) Related to long-term disability/absence. Bylaws and constitution not in sync.
 - (2) Will be discussed and voted on next month

- b) Treasurer's Report
 - i) See attachment in shared drive
 - ii) Budget revisions, need approval
 - (1) Moved, seconded
 - iii) Discussion entertained: Explanations related to budget changes
 - iv) Budget subject to change if needed in future
 - v) All in favor, none opposed, Approved
- c) University Issues
 - i) Committee will be reviewing comments from 2012 Staff Appreciation Day in future meetings
 - ii) Report on efforts on Board of Visitors seat
 - (1) University Issues committee felt most prudent to allow Staff Senate relationship with new administration to grow. Will revisit issue in 6 months.
- d) Communication & Outreach
 - i) Staff Senate Outreach Literature (on shared drive) and spending \$110 on outreach literature (200 bookmarks and 100 brochures) need approval
 - (1) Items will go to all three campuses
 - (2) Motioned, seconded, all in favor, none opposed
 - ii) Meet and Greet in Johnson Center scheduled for Wednesday, August 15
 - (1) Looking for raffle prizes and other give aways
 - (2) Volunteers needed for August 15 event in Johnson Center
 - (a) Link to Doodle to be sent out by C & O chair
 - iii) Outreach events for PW and Arlington under consideration
- e) Awards & Events
 - i) Staff Senate Retreat
 - (1) Seeking approval for SS retreat to be Tuesday, January 8, in Fairfax (snow date January 10)
 - (a) Motion, seconded, approved without objections
 - ii) Staff Appreciation Day
 - (1) Seeking approval to hold during Spring Date (March 11 – 15) and earlier in day
 - (a) Motion, seconded, approved without objections
- 6) Roundtable
 - a) Advisory Committee reports
 - i) Stacey, Police Advisory Committee doing a community survey, a benchmark for them. Joey noted they are trying to find a method that doesn't focus on one department. Faculty, staff and student could publicize, could possible add other elements.
 - ii) Bookstore renovation committee, textbook laws will need more compliance when full enforcement in place (after two semesters), if faculty miss due dates, financial aid funding could be lost. Official information forthcoming as final change occurs.
 - iii) Wellness by Mason, more activity on non smoking programs will be distributed before Fall semester starts
 - iv) Susan distributed emergency flip charts produced by Office of Environmental Health and Safety
 - v) Mason participating for on-line spirit competition
 - vi) Traditions and Today tours on campus, Senators encouraged to take tour

- b) “Did you know?” item for month
 - i) Recent constituent concern about getting spammed by politicians. Directions on how to enable Iron Port Spam program to tend to these available.
 - ii) Kathrin will send email to Ginnie
- c) Golf carts on campus a continuing issue
 - i) University Issues asked to tend to this
- d) Chik Fil A concerns—being discussed at a higher level according to Laura
- e) Display boards such as BOV has in JC food court by information desk
 - i) An issue for Outreach & Communication to work on
- f) Mason Ads are another outreach venue
 - i) Being done for Kiosk meet and greet next week
- 7) Chronicle of Higher Education put Mason on list great places to work
 - a) Could be a “Did you know item?”
- 8) Rules of engagement for guest speakers
 - a) Guest speakers should not feel “bombed” by questions
 - b) Keep questions respectful, one opportunity to speak
 - c) Order of questions will be: constituents, then Arlington, PW and Fairfax senators
 - d) Must be recognized by Chair before speaking
- 9) Constituent introductions

- 10) Adjournment to Guest Speakers
 - a) Linda Harber, Associate Vice President, Human Resources/Payroll
 - b) Maurice Scherrens, Senior Vice President

- 11) Meeting Adjourned at 12:08 pm by Joey Carls

On shared drive:

- March 2012 Meeting Minutes
- June 2012 Meeting Minutes
- Staff Senate Outreach Literature
- Budget
- Resolution

*Remote Meeting Rooms:

- Call in number: 703-249-8067
- Prince William, Bull Run Hall 254
- Arlington campus, Founders Hall B119

Minutes by Kathrin Breitt Brown