

Subject: Instant HR/Payroll: Hats Off to You, Recognition Leave Update, An FLSA FAQ, New Adult Caregiving Group, New Fiscal Year May Bring Changes, and Child Abuse/Neglect Reporting Reminder

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New! "Hats Off to You" Award

Tip your hat to a colleague by requesting the "Hats Off to You Award," which is a unisex baseball hat that will adjust and fit all sizes. Great for summer recognition; you can request yours [here](#). Contact Beth Baroody at 3-2739 or awards@gmu.edu with any questions.

Recognition Leave Award Update

Administrative/Professional faculty are now eligible for recognition leave (in addition to classified staff). They can receive up to five days (40 hours) of leave per year for immediate recognition of outstanding performance. Recognition leave expires one year from when it was awarded if it has not been used. The request form be found [here](#). Questions? Please call Beth Baroody at 3-2739.

Updated FLSA Regulations

We've developed a comprehensive FAQ on the updated FLSA regulations, and placed them on our [website](#). We encourage you to read over the information and share it with your departments. Please contact the Workforce Planning team at workplan@gmu.edu with any questions.

Adult Caregiving Support Group: Regular Meetings

Due to the positive feedback at the June interest meeting, HR & Payroll will be hosting regular meetings to support Mason faculty and staff caring for adult loved ones (i.e. adult children, spouses/partners, parents). Meetings will provide opportunities for members to share stories, strategies, and resources as they navigate the unique challenges of adult caregiving. If you are interested in participating, please join us in Merten Hall, room 4102 on the first Thursday of every month from 12-1pm. Upcoming meetings will be on: 8/4, 9/1, 10/6, 11/3 and 12/1. If you have any questions, please contact worklife@gmu.edu.

New Fiscal Year May Bring Paycheck/Benefits Changes

Remember to check your pay stub every pay period. It's easy to do at <http://patriotweb.gmu.edu>. Log-in and go to Employee Services, then Pay Information, and Pay Stub. The first paycheck of the fiscal year (7/15/16 for bi-weekly and semi-monthly) will reflect any changes in health insurance premiums as well as changes in optional life insurance rates.

Child Abuse and Neglect Mandated Reporting

A reminder that all university employees have an obligation under state law to report any suspected child abuse or neglect. For details, please visit [reporting child abuse](#).