

**Subject:** Instant HR/Payroll: HR Liaison Meeting, Faculty-Staff Enrichment Day, Work and Family Month Underway, National Save for Retirement Week, Thanksgiving Timesheet Guidance, Alumni Weekend is Here, and More!

**Date:** Friday, October 14, 2016 at 3:55:02 PM Eastern Daylight Time

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**Reminder: HR Liaison Meeting**

Save the date for the next HR liaison meeting scheduled for Thursday, October 27 from 1:30-3:30pm in Merten 1201 and videoconferenced to Arlington, SciTech, and Front Royal. To register, please visit <http://hr.gmu.edu/learning/hr.php>.

2016 Faculty-Staff Enrichment Day

*Building a  
Culture of  
Appreciation*

**Faculty-Staff Enrichment Day, October 26**

Mark your calendars for Faculty-Staff Enrichment Day, Wednesday, October 26. Keynote presentations by Dr. Beth Cabrera and Dr. Michael "Doc Nix" Nickens with breakout sessions on a number of appreciation topics including Your Appreciation Toolbox, the Language of Appreciation, Praise and Gratitude, Appreciative Intelligence, and more. There will also be a Faculty/Staff Flu Shot Clinic from 9-noon. For details and to register, please visit <http://hr.gmu.edu/learning/fsed/>.



**Reminder: National Work and Family Month Underway**

Mason celebrates National Work and Family Month! This is a great time for faculty and staff to explore the variety of [family resources](#) at Mason to help you create and maintain a healthier and more flexible work and family life. Questions or ideas? Please contact [worklife@gmu.edu](mailto:worklife@gmu.edu).



**National Save for Retirement Week: October 16-22**

Next week is National Save for Retirement Week. It's a great opportunity to remind your faculty and staff about resources at Mason that can help them build their financial well-being. We hope you can encourage them to use this week to take action!

- Step #1: Assess Your Savings and Investment Allocation
  - [Schedule an individual retirement counseling session](#) with Fidelity Investments, TIAA, or ICMA-RC.
  
- Step #2: Build Your Financial Knowledge
  - Visit the Financial Well-Being [portal](#) for on-site classes, online classes, tools, calculators and other resources to help you round out your financial knowledge.
  
  - Upcoming on-site classes are included below. All sessions are videoconferenced to Arlington and Science & Tech. Please visit <http://hr.gmu.edu/learning/hr.php> to register.
    - Thursday, October 27 at noon: *Fabulous Finds for Less: Fashion, Furnishings, and Power Tools at Thrift Stores and Yard Sales* with Bobbie Merritt of HR & Payroll. Shopping at thrift stores and yard sales can be about saving money but did you know it can also be about getting the best value on name brand products, many of which are either brand new or close to it? Success at this type of shopping is at your fingertips when Bobbie Merritt, Benefits Administrator by day and thrift store/yard sale guru on nights and weekends, shares her tips on how, when, and where to get the very best deals on the very best merchandise.
  
    - Tuesday, November 1 at noon: *Public Service Loan Forgiveness Program* with a panel from Fidelity Investments – During this 60 minute session, representatives from Fidelity Investments will share information on the federal Public Service Loan Forgiveness (PSLF) program, including an overview of the PSLF and a discussion of the paperwork needed to participate. As Mason is a qualified public-service employer, the session is designed to increase awareness of the PSLF for Mason faculty and staff and encourage those who are eligible for the PSLF to go through the certification process. If you are a faculty or staff member (or have a loved one) who has federal student debt, you may find this session helpful. This seminar is part of a partnership Mason has with Fidelity Investments on managing student debt. You do not have to be a Fidelity member to participate. Additional information on the project is available at <http://hr.gmu.edu/benefits>.

Please note: Spaces are filling up fast for this session; we are working with Fidelity to see if a second one can be scheduled next month if there is a need.

    - Monday, November 10 at noon: *Looking Ahead, Building Retirement Security* with Steven Scott of ICMA-RC - It's important to continue saving for retirement – even when other financial needs crop up. In this seminar we'll discuss how to ensure that your future remains a priority even when life gets in the way, protecting your finances and saving for college and other goals. You do not have to be an ICMA-RC member to participate.
  
- Step #3: Have Some Fun!
  - Try "[What's Your Financial IQ, 2.0](#)", a game from TIAA that will help you test or build your financial knowledge. The more you play, the more you learn. But wait, there's more! Each time you play, you're entered into a drawing from TIAA for a chance to win a gift card. The more you play, the greater your chance of winning. Give it a whirl! Financial IQ is available until November 2.



### **Gobble, Gobble: Thanksgiving Timesheet Guidance**

Please check out our [annual timesheet guidance](#) for the Thanksgiving holiday. It incorporates the [additional holiday leave](#) granted by Mason for benefited employees.

### **Alumni Weekend: This Weekend!**

Lots of interesting opportunities for Alumni Weekend including the “Building Mason Nation: Senior Leadership Panel” on Saturday, October 15 at 2pm.

*Ever wonder what really goes on behind the scenes to make a university community thrive?*

*Discover how George Mason University utilizes its strengths from students, faculty, staff, alumni, families, and our community to build a thriving community.*

For details and to register, please visit <http://alumniweekend.gmu.edu>



***Congratulations Team SciTech, 2016 Recipient of the***

***Happy Heart Team Award***

### **Happy Peaceful Heart Walk Awards**

Thanks to everyone who came out on September 21 for the 8<sup>th</sup> annual Happy Heart Walk as part of Healthy Campus Week and Peace Week. The group numbered 150 including walkers from Arlington, Fairfax, and SciTech. Special thanks to our walk leaders. Your support of wellness and the Mason community lifts all of our hearts – Lori Scher and Dan Polsby (Arlington), Linda Harber, Brad Edwards, and Mary Wells (Fairfax), and Erin Brandt and Ron Carmichael (SciTech).

We are delighted to announce that the Happy Heart Team Award was presented to Team SciTech for fielding the largest team. Intercollegiate Athletics will receive the Mason Heart of Gold Award for their enthusiasm and support.

Congratulations to both teams!

### **Smoking on Campus**

A gentle reminder that, as a state agency, Mason abides by Commonwealth policy on smoking. Please do not smoke within 25’ of any building, including parking structures. Additionally, please dispose of cigarette

butts properly by putting them in a receptacle designed for this purpose. Please do not litter.

Mason's full Campus Smoking/Vaping Policy is available at  
<http://universitypolicy.gmu.edu/policies/campus-smoking-vaping/>.