We finally had a break from this rain! It was nice to see the sun this weekend.

Ensure you and your staff are ready for the upcoming school year by reading below about compensatory leave, new changes to Mason Talent Temps, and an award opportunity.

Compensatory Leave Reminder

Compensatory Leave is earned by classified staff on an hour for hour basis when the employee works:

- On a holiday
- When the university is officially partially or fully closed
- On a scheduled day off

Notes on Limits and Expiration:

- Employees are limited to 96 hours of accrued compensatory leave.
- Per State Policy 3.10, accrued compensatory leave expires one year from the pay period in which the hours are accrued, regardless of the 96-hour limit.
- Once hours expire or lapse, accrued compensatory leave may not be used and cannot be paid out upon an employee's change of status.

Please remember to check your balance and use your Compensatory Leave before other leave types. You can review your leave balance by visiting the Patriot Web “Employee Services” tab and selecting “Leave Balances and History.”

If you have questions, please email payroll@gmu.edu.
Mason Talent Temps, Mason's internal temporary staffing program, is being enhanced to continue to meet your needs!

**New changes include:**
- Lower recharge rate of 15%
- Time-saving standard rates for general positions
- Updated user-friendly website design

To acquire temporary staffing, visit the [Mason Talent Temps website](#). For questions, please email [jobs@gmu.edu](mailto:jobs@gmu.edu).

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**You’re The Best Award**

Holy Guacamole! You’re the Best Award!

When you want to show your appreciation to your Mason colleague by saying “Holy Guacamole! You’re the Best,” request a Chipotle gift card through the [Reward and Recognition website](#).

Questions? Contact Reward and Recognition at [awards@gmu.edu](mailto:awards@gmu.edu).

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*For a legend of the header icons, visit the Instant HR & Payroll legend page.*

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