HR Liaison Announcement:
Details: August 15, 2–4 p.m., Fairfax Campus, Merten Hall, 1201

This is a reminder to please join us for the fall HR Liaisons meeting! At this meeting, you can meet the new vice president for Human Resources and Payroll, prepare for the new academic year, ask questions, and learn how to make the most of your important role.

The meeting will be video-conferenced to:
  • Arlington – Van Metre Hall B119
  • Sci-Tech - Colgan Hall 221

To register, please visit the HR Liaisons meeting details page in MasonLEAPS and click “Request.” If you have any questions or if you would like the meeting to be video-conferenced to Loudoun or Front Royal, please contact hrlearn@gmu.edu.

Compensatory Leave Reminder

Have you earned compensatory leave? Make sure you are aware of the compensatory leave limits and expirations. Compensatory leave is earned by classified staff on an hour-for-hour basis when an employee works:
  • On a holiday
  • When the university is officially partially or fully closed
• On a scheduled day off

**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
• Compensatory leave may not be used once hours expire or lapse and cannot be paid out upon an employee's change of status

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.

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**College Colors Day** celebrates and promotes school spirit by encouraging fans to wear their favorite college’s apparel! Show your colors on the Merten Hall Lawn between 11 a.m. and 2 p.m. on August 30 for music, food, games, giveaways, vendors, photos, and fun with the mascot and cheerleaders. College Colors Day also kicks off another school year of Spirit Fridays where everyone shows school pride by wearing Mason gear.

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Need to gear up for College Colors Day? Mason faculty and staff receive a 10% discount at the George Mason bookstore on eligible merchandise! *The discount is only available in person.*

To see all of your discounts, visit the discount page.
For a legend of the header icons, visit the Instant HR & Payroll legend page.
For previous announcements, visit the Instant HR & Payroll Archives page.

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