Join us in welcoming Danielle Reich as Mason’s new director of Employee Relations!

Danielle brings extensive experience to this role. She previously worked as an attorney advisor at the District of Columbia Office of Labor Relations and Collective Bargaining, as the manager of EEO and employee relations at George Washington University, and as the director of labor management and employee relations at District of Columbia of Public Schools.

She holds a B.A. from Binghamton University and a J.D. from University of Miami School of Law. In her free time, Danielle enjoys traveling, cooking, and discovering fun ways to combine both of these activities!

Welcome, Danielle!

To view HR & Payroll’s staff, visit the [staff page](#).

Learn More

New Adjunct Faculty Success Workshop
The upcoming New Adjunct Faculty Success Workshop is fast approaching on Saturday, August 17, 2019! As your unit or department welcomes new adjunct faculty, we thank you for your support in sending out the registration information as soon as possible. Attending the workshop helps new adjunct faculty transition into their new role at Mason with professional development support, resources, and some friendly faces on campus.

**Details:**
- **Date:** Saturday, August 17, 2019
- **Check-in Time:** 9 a.m.
- **Workshop Time:** 10 a.m.
- **Location:** Mason Innovation Exchange (The MIX) 4400 University Drive, Fenwick A-Wing

**Action Items:**
- Please send this registration link to your new adjunct faculty as they are hired: [https://gmu.az1.qualtrics.com/jfe/form/SV_88OR6Uru3pvVxXL](https://gmu.az1.qualtrics.com/jfe/form/SV_88OR6Uru3pvVxXL)
- Please ensure all new adjunct faculty hires are entered into Banner, to ensure they can obtain their faculty ID and NetID to participate in the important Blackboard and Patriot Web training on the day of the workshop
- Please ask all new adjunct faculty to bring Employment Eligibility (Form I-9) documentation to complete hiring paperwork and to obtain a photo ID if they have not done so already

For more information, visit the [New Adjunct Faculty Success Workshop page](https://mason.gmu.edu/student-affairs/careers-and-developmt/adjunct-faculty-success-workshop).

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**Your Paycheck and Open Enrollment**

Your net paycheck amount may be impacted after the new fiscal year begins on July 1, 2019, due to health premium adjustments made by the state and any Open Enrollment changes you made. Your net paycheck amount may be impacted even if you did not make changes during Open Enrollment due to health premium increases or decreases made by the state.

These changes will be reflected on the July 12, 2019, paycheck for biweekly employees and the July 16, 2019, paycheck for semimonthly employees.

Please monitor your paycheck for changes if you did the following during Open Enrollment:
- Added or removed family member(s)
- Enrolled in a plan, waived health coverage, or changed plans
- Enrolled in one or both Flexible Spending Accounts (FSAs)
- Completed an online health assessment to receive premium rewards
Please see page 3 in *Spotlight on Your Benefits* for the new premiums effective July 1, 2019. The premiums for the preceding plan year are also available on the [DHRM website](http://dhrmwebsite) for your reference.

If you have further questions, please contact the Benefits office at benefits@gmu.edu or call 703-993-2600.

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**Crucial Conversations**

*A Workshop Based on the Award-Winning Book:*

**CRUCIAL CONVERSATIONS**

**Details:** June 27, from 9 a.m. to 4 p.m.

Based on the award-winning book, *Crucial Conversations*, the Crucial Conversations for Leaders workshop gives Mason supervisors the tools to handle difficult and important conversations.

During this interactive session, facilitated by certified Crucial Conversations trainers, Robyn Madar and Rick Holt, participants will learn tools and concepts and have an opportunity to reflect and practice. Mason supervisors will learn how to:

- Prepare for high-stakes situations with a proven technique
- Transform anger and hurt feelings into powerful dialogue
- Make it safe to talk about almost anything
- Be persuasive, not abrasive

To register, contact Margaret Vu at mvu20@gmu.edu.
Apply for the third cohort of the Emerging Leaders Supervisor Series which begins in September 2019 and runs until November 2020!

In addition to the in-class curriculum, participants will:
- Work with assigned workplace coaches to set goals related to their growth as a leader
- Complete a developmental project
- Work with peers across the university to build a network of fellow supervisors

Apply at hr.gmu.edu/learning/supervisor.php. The application deadline is July 12 at 5 p.m. Applicants must be Mason faculty or classified staff and must supervise at least one employee who is faculty or classified staff.

For questions, contact Margaret Vu at mvu20@gmu.edu or 3-4516.

For a legend of the header icons, visit the Instant HR & Payroll legend page. For previous announcements, visit the Instant HR & Payroll Archives page.

Human Resources & Payroll
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