

James Madison University | Moody Hall Conference Room | **Wednesday, March 4, 2020**

**In Attendance:** Tiffany Brutus, Wes Howdysshell, Mike Burke, Matthew Higgins, Jennifer Lang-Rigal, Shelley Newman, Renee Reed, Katie Sensabaugh, Ashley Skelly, Shea Tussing, Mary-Hope Vass.

**Called to Order:** 1:00 PM

**Welcome and Introductions:** Wes Howdysshell and Tiffany Brutus, co-chairs, welcomed everyone to the meeting.

**Approval of February 2020 Minutes:** Motion made by Mary-Hope Vass, seconded by Ashley Skelly. Minutes approved.

**Old Business:**

- **EAC in HR Newsletter and Marketing:** Wes reported that the EAC has asked for a presence at the next Connections Day for new employees. He also mentioned that the EAC was featured in the February HR Update.
- **End of Year Report:** Wes and Tiffany are working on a main skeleton of the end of year report. They would like to have feedback from the committee members about the report. Some members will be rolling off the committee. During the third week of March, a call will go out for nominations. Wes will roll off as a co-chair. Tiffany reviewed some of the responsibilities of the co-chair. Anyone interested in being a co-chair for 2020-2021 should contact Wes or Tiffany.

**New Business:**

- **Updates**
  - **Faculty Senate:** Jennifer Lang-Rigal provided an update on Faculty Senate activities. She shared that a survey about childcare had gone out to all faculty. The members discussed the survey and thoughts about a wider distribution of it. Jennifer also reported that the Adjunct Title Resolution was passed and a Motion on Parking Pass Exceptions for Graduate Students was tabled by the Faculty Senate
  - **University Planning Team (UPT):** Tiffany provided an update on the UPT. The team is continuing to work on the strategic plan, fine-tune it and adjust language. Draft structure of new plan was presented to the Board of Visitors at their February meeting. Discussions about how to implement and evaluate it are taking place. Wes will continue to provide members with UPT monthly update.
  - **Compensation Advisory Council (CAC):** Tiffany reported that the next meeting of the council will be on Friday, March 6. The council has had further discussions about child care. There has also been a discussion about salary increases for wage employees and a presentation on IBAs.
  - **Employee Appreciation Day:** Plans are continuing for Employee Appreciation Day is set for May 14. Email to employees with details should be coming out soon.

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**Announcements:**

- **Save the Date June 2, 2020 EAC/EAD Lunch with President Alger**
  - The end of year lunch will be from 12 – 1:30 pm in the Hall of Presidents.
- **Opening Address by President Alger**
  - Current date is August 20<sup>th</sup>. If any members have recommendations for speakers/agenda, please let Tiffany know.

**Meeting Adjourned:** 2:05 PM

**Submitted by:** Renee Reed

**Approved by Committee:**

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**Future Meetings:**

2020

April 1, Women for Madison (Cannie Campbell) and Facilities Update (Towana Moore and Robert Weese)

May 6, CAC and HR Update (Rick Larson)

*(All meetings are 1:00 PM – 3:00 PM in Moody Hall Conference Room unless otherwise noted)*

**Mission of the EAC**

As an advisory committee reporting to the President of James Madison University, The Employee Advisory Committee fosters open, honest and productive communication between employees and the university administration with an emphasis on matters of concern to all employees. The EAC fulfills its mission by assuming additional responsibility for the following activities:

- Providing feedback and advice to the Senior Leadership Team regarding issues that impact JMU employees and facilitating two-way communication with the campus community through electronic and verbal methods.
- Facilitating staff employee participation on University Committees and Commissions.
- Sponsoring the annual JMU Employee Appreciation Event each May

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