Welcome to the January edition of our divisional newsletter.

There are three ways to access the newsletter. The first, of course, is the edition you are reading, the electronic mail distribution. Secondly, you can also access the full text of the newsletter each edition here.

Finally, each time an electronic version is published, we also print a shortened paper version, to make sure we are connecting with those folks who don't necessarily have computer access. Please feel free to contact me directly whenever you have questions or comments about the newsletter.

OUR DIVISIONAL VALUES
Core Values
Service-Oriented
Student-Centered
Ethical
Secondary Values
Quality-Centered
Accountable
Innovative

BUDGET UPDATE

In December, Governor Kaine released his 2010-12 biennium budget (see summary below). Recommendations for JMU included no faculty, admin and classified salary increases, language requiring retirement contributions of 1% in FY 2011 and 2% in FY 12 by all state employees, base operating reductions of $14.4 million in the biennium, auxiliary nongeneral fund reductions of $6.3 million and no additional undergraduate financial aid.

Capital project budget recommendations for JMU included maintenance reserve funding of $3.0 million per year (dependent upon state debt capacity), $5.0 million in nongeneral funds for the Convocation Center renovation, $13.0 million in nongeneral funds for blanket property acquisitions, $2.0 million in nongeneral funds for stadium renovation, and $7.0 million in nongeneral funds for North Campus East Wing (RMH) renovation – student health center.

The General Assembly begins in January, and we expect the legislators will make major changes to Governor Kaine’s budget.

Summary of Governor Kaine’s 2010-12 Biennium Budget - Subject to Change by the General Assembly

Operating
• Base Operating Reduction FY 2010-12 – ($14.4) million in general funds
• ARRA Stimulus Funds (FY 10-11 only) - $11.2 million in nongeneral funds
• No faculty, admin or classified salary increases
• Language requiring state employees contribute from their salaries 1% in FY 2011 and 2% in FY 2012 for retirement
• No increases in undergraduate financial aid
• Reduction of auxiliary nongeneral funds - $6.3 million
• Equipment Trust Fund (Dependent upon state debt capacity) - $1.8 million per year

Capital Projects
• Maintenance Reserve (Dependent upon state debt capacity) - $3.0 million per year
• Convocation Center - $5.0 million nongeneral funds
• Blanket Property Acquisition - $13.0 million nongeneral funds
• Bridgeforth Stadium - $2.0 million nongeneral funds
• North Campus East Wing Renovation– Student Health Center - $7.0 million nongeneral funds
One of Governor Kaine’s budget strategies for this fiscal year includes a furlough day for all state employees to be scheduled before June 30th. The university has not picked the specific day at this time in hopes that the General Assembly will make modifications to this language. You will be notified as quickly as possible once the details have been finalized.

THANKS

The following folks would like to extend greetings and thanks for your support over the past year:

Both Sharon Rodgers and Pam Cahill, in the Accounts Payable Operation, are looking forward to a healthy 2010! In July, two months after successful hip-replacement surgery, while in Fairfax with her granddaughters travel softball team, Sharon suffered a large heart attack. “I am so grateful to my fellow Accounts Payable staff, the Finance division and the entire JMU community for the cards, flowers, visits, emails, calls, meals and prayers that were sent my way during my two absences this summer.”

In mid July, Pam was diagnosed with breast cancer. Following surgery, Pam returned to work on October 1 to be greeted with the folks in Massanutten Hall wearing pink, a bouquet of pink balloons and a pink ribbon with ‘Welcome back, Pam” hanging on each door in the building! Pam said, “without the love and support from my family, friends and my JMU family I could not have gotten through this. I am appreciative of the cards, calls, emails, flowers and meals that were prepared for me.” Pam has just completed six of eight chemo treatments and will soon begin reconstructive surgery.

“Again, thank you to all our JMU friends. Our gratitude is endless and heartfelt.”

Letter From Pete Johnson

Dear JMU Family,

The New Year has commenced, and I wanted to reach out to all of the wonderful folks who helped me through a tough 2009. Many of you know that I was injured in June in Florida while attending the national equipment manager’s convention. Due to the severity of the injury I lost my left eye. I want to just update the JMU family that I was able to return to work after six weeks on short term disability and get back to doing what I love, which is being the equipment manager for the best football program in the country.

I want to thank all of the wonderful friends and co-workers I heard from. From the time of my injury I cannot express the gratitude I felt to work at such a great place as JMU and to be in the division of administration and finance. Throughout this time I have come to have a great appreciation for all of my family, friends and co-workers. I heard from every department on campus and received many emails, cards and gifts during my recovery and since I have been back to work.

I also want to personally thank Dr. Rose, Mr. King, Jeff Bourne, Coach Matthews and the entire athletic department and also the HR benefits team, Wanda Layman, Julie Byers, Diana Ricketson and Becky Sanford. To all of you wonderful ladies I truly am thankful and grateful for your time and attention to details. You all made my worries ease with all the paperwork and things necessary for an injury as this to deal with.

I also want to thank my staff of Brian Enedy, and Aldrich Chu and Allison Forrest for making sure things were taken care of while I was out so that we would be ready for football season.

Once again I want to say thank you to the entire JMU family for everything that they have provided to me and my family throughout the many years.

Pete Johnson
Football Equipment Manager
SCHOLARSHIP UPDATE

Do you know an Admin & Finance Employee with a child or relative that attends or will attend JMU? Nominate him/her for an Admin & Finance Scholarship for 2010-2011!

Nominees must meet several criteria including:
   • Be in good standing, academically
   • Have financial need, previously demonstrated leadership, involvement in extracurricular activities and community service and/or work.

Visit: http://www.jmu.edu/afscholarship/nomination.shtml or contact Jini Cook at 568-7204
Nominations due February 1, 2010.

FACILITIES UPDATE

*Port Republic Road Recreational Fields*
Design of the new recreation and athletic fields at Port Republic Road and Neff Avenue has been completed. Bids were received, but were in excess of the budget. Efforts are underway to find cost savings to allow the project to continue.

*Stadium Expansion & Renovation*
Construction and renovation of the existing West (home side) and North (end zone) side facilities to increase the seating capacity and adding support facilities is proceeding. The old stadium, on the parking deck side, has been demolished and the foundations for the new facility are being built.

*Steam Plant Expansion*
The consultant has designed the improved power plant, and we are awaiting approval from Richmond to begin construction. The renovation of the existing Steam Plant, infrastructure and architectural addition will allow an increase of the JMU steam plant capacity.

*CISAT Academic 3b – Biotechnology Building*
Design of this project, which consists of the design and construction of a new academic building to house JMU’s Biotechnology and related interdisciplinary programs, is underway.

*Softball and Baseball Complex*
Construction of a new Softball and Baseball Complex on the site of the existing Memorial Hall athletic fields is near completion and on schedule to be ready for the start of the season.

*Forbes Center for the Arts and Music Recital Hall*
The concurrent contiguous projects to construct a new home for the theater, dance and music recital programs continues on schedule for completion the summer of 2010.

*Wayland Hall*
The design of this LEED certified renovation continues on schedule, including spaces within the residence hall to support a learning community for the performing arts.

*North Campus West Tower*
The design for the new Student Success Center is proceeding well, with programming accomplished and schematic design nearing completion.

*Duke Hall Renovation and Expansion*
The design of the new home for the School of Art and Art History has begun with the completion and submission of the preplanning study. We are awaiting word from Richmond authorizing us to proceed with the design of this project.
**TRAINING OPPORTUNITIES**

The Division of Administration & Finance maintains a requirement that each employee receive at least 12 hours of training annually. Please consider a program from the University Training and Development Department to help fulfill your training.

**Performance Management, Course# TD1359** - These sessions will cover the tools and practices of performance management of Classified employees. Pitfalls and best practices of performance management will be covered including having difficult conversations, record keeping and forms. Presented by Melinda Hardwick on Tuesday, February 2, 2010, 2:00 PM - 4:00 PM in USB 102.

**DiSC I: Assessment & Introduction, Course# TD1086** - DiSC is a behavioral assessment tool that allows us to identify "how we act". Since behavior is a critical part of the success of our teams, recognizing your own behavioral style as well as the style of those around you can prove to be extremely beneficial. Presented by Judy Rannow on Tuesday, February 9, 2010, 9:00 AM - 11:30 AM, in USB 102.

**Emerging Leaders, Spring 2010, Course# TD1049** – This 7-week course for prospective leaders at JMU will cover such topics as Understanding Leadership, Personal Achievement Goals and Professional Development Plans, Customer Service, Managing Diversity in the Workplace, Conflict Resolution, The Power of Synergy and Integrity in Leadership. Presented by content experts on Thursdays, March 4, 2010 – April 15, 2010, 9:00 AM – 12 Noon, in USB 102. Certificate Award Ceremony will celebrate the conclusion of the seven week program. Please review your calendar for commitment to the entire certificate program prior to registration.

**UNIVERSITY WIDE NEWS**

**Jan. 31:** River North Chicago Dance Company, 7:30 p.m., Wilson Hall Auditorium: Founded in 1989 by four visionary dancers and choreographers, River North Chicago has established itself as one of Chicago's leading dance companies, receiving critical acclaim on national and international levels; tickets are $12, $25 and $30; call the Masterpiece Season box office at (540) 568-7000.

**Feb. 18:** Cirque D'Or, 7:30 p.m., Wilson Hall Auditorium: Presented by the Golden Dragon Acrobats, who represent the best of the longest running folk art form in history; the acrobats mix traditional dance, spectacular costumes and ancient and contemporary theatrical techniques in a breathtaking presentation of skill and beauty; tickets are $12, $25 and $30; call the Masterpiece Season box office at (540) 568-7000 or (877) 201-7543 (toll free) for reservations. Visit the Masterpiece web site.

**Feb. 23-28:** JMU Theatre, "Oklahoma!" 8 p.m. Tuesday-Saturday, 2 p.m. Sunday, Latimer-Shaeffer Theatre, Duke Hall: Rodgers' and Hammerstein's popular musical delights audiences with its many memorable tunes, including "Oh What a Beautiful Morning," "People Will Say We're in Love" and the rousing "Oklahoma!"; tickets are $8 and $12; call the Masterpiece Season box office at (540) 568-7000 or (877) 201-7543 (toll free) for reservations. Visit the Masterpiece web site.

**March 8-12:** Spring Break. Classes do not meet. Please note that the university is taking Monday, March 8 as a holiday.

**March 17:** James Madison Day.

**ATHLETICS**

JMU’s intercollegiate athletics programs have moved to the winter portions of their schedules after several had strong fall seasons. Seasons currently underway include men's and women's basketball, swimming and diving, and track and field.
Fall highlights included the following:

The cross country team was second in the Colonial Athletic Association (CAA), third in the Eastern College Athletic Conference (ECAC) and sixth in the NCAA Southeastern Regional. Alison Parris was third in the CAA and sixth in the Southeast Regional, and Stacey Nobles was CAA rookie of the year.

The field hockey team finished 12-8 overall and tied for second in the CAA with a 6-2 league record. Goalkeeper Kelsey Cutchins was the CAA field hockey scholar-athlete of the year for the third time.

The football team won its last four games to finish 6-5, and JMU’s Arthur Moats received the Buck Buchanan Award as the top defensive player nationally in the Football Championship Subdivision. Moats was named first-team All-America on each of the annual All-America teams and was the CAA defensive player of the year.

The men’s golf team competed in five fall tournaments and will continue play during the spring. The team was second in a late-season event in Hawaii.

The women’s golf team played in five fall tournaments and will continue play during the spring. Nicole Sakamoto won the individual title in an event hosted by Michigan State.

The men’s soccer team finished 10-5-3 and had a first-team all-region honoree in CJ Sapong.

The women’s soccer team finished 11-8-2 and reached the CAA title game, and Corky Julien was named state player of the year.

The men’s tennis team played in five fall events with Mike Smith and Matt King winning doubles titles in two. Play will continue during the spring semester.

The women’s tennis team played in four fall events with Rebecca Erickson and Kelly Maxwell winning a flight title at a Hampton Roads event. Play will continue during the spring semester.

The volleyball team finished 11-19 but had four straight late-season victories, including beating CAA leader Delaware, which was 7-0 at the time.

Women’s Basketball Hosts CAA
The women’s basketball team will host the CAA Tournament at the Convocation Center for the second straight season. The 12-team event is scheduled March 11-14 with the winner receiving the league’s automatic NCAA Tournament invitation. The Dukes were second in last season’s tournament, and the team returns one of the nation’s leading scorers in guard Dawn Evans.

New Baseball, Softball Venues
JMU’s baseball and softball programs will begin play at the reconstructed Veterans Memorial Park adjacent to Memorial Hall during their spring seasons. The baseball team will play at home for the first time this season Feb. 19 against Marist. The softball team’s home-opener will be March 17 against Longwood. Grand opening festivities for Veterans Memorial Park tentatively are scheduled for April 10.

Athletes’ Academic Update
The NCAA Graduation Success Rate for JMU student-athletes during the NCAA’s most-recent reporting period was 84 percent compared to a national average of 79 percent during the same period. The rate factors in students who transfer to other programs or leave the university for a variety of reasons. More impressive is a 93 percent graduation rate during the most-recent reporting period for JMU student-athletes who remained at JMU while exhausting their playing eligibilities. Of JMU’s 400 current student-athletes, 182 had grade-point averages of 3.0 or better during the university’s fall semester.

CONGRATULATIONS
This past fall, ARAMARK held its National Meeting for all schools in Higher Education. During the event, James Madison University and the Mid-Atlantic Region received 3 awards and recognition for our Focus On 4. Out of the 8 total awards combined with the MA region, JMU Dining won 3 in which 2 were JMU specific. Congratulations specifically on the following: National winner for Customer Advocacy - JMU National winner for Base Business Growth - JMU National winner for Sales Retention - Mid-Atlantic Region.

Congratulations to Associate HR Director Jennifer Campfield who recently appeared on the front page website for Women in Higher Education and wrote the featured article for the publication on Resiliency in the Workplace.

Dennis Hart passed the Certified Energy Manager test. Way to go Dennis!

Amanda Echterling in Procurement achieved her Virginia Contracting Officer certification. Good job Amanda!

PROGRAM REVIEWS

As of this month, the following people are involved in leading program review efforts: John Knight, Sharon Rodgers, Brian Charette, Cynthia Page, Diane Stamp, Linda Combs, Lee Shifflett, Steve Hedrick, Yohna Chambers and Scott Coverstone.

These units are all in the process of undergoing program reviews: Public Safety, IT/IS Applications, Procurement, Athletics Business Operations and Accounts Payable.

OUR VISION: CUSTOMER SERVICE

Our success in pursuing our customer service vision is always reflected in the letters and e-mails I receive that testify to your great work. I’ll close with some of those:

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Dear Jay (DeGioia)

Sunday’s Veterans Memorial dedication was an outstanding tribute to our service men and women and their families. It was a ceremony that bound the city, county, and university together in a way that was sincere and heartfelt.

I realize that making the logistics of this event possible was no simple feat especially given that we hosted it within the new softball stadium. However, you helped to pull it off and you did so with class. I personally thank you for the extraordinary efforts that you put forth to make this a special day.

Sincerely,

Linwood H. Rose
President

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Win (Hunt)
I wanted to let you know how pleased everyone was yesterday with the new monument. You did an excellent job designing the monument. Thank you for helping us provide this special monument to our veterans, the community, and to the University. You should feel very proud.

Charlie (King)

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Towana (Moore)

To state the obvious just one more time, your people in FM are absolutely the best! What a find Julie has been and such a delight to work with. You are truly blessed to have such dedicated people who will go the extra mile to work with their customers.

Glenda Rooney

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Dear Yohna (Chambers in Human Resources)

Yohna,

I just wanted to tell you how much I appreciated the help provided to me today by Kellie Dovel and Jennifer Meeks. I was having a problem with a posting on JobLink, and they were most helpful, going beyond the call of duty.

Glad you have great folk over there.

Frank (Doherty)

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(To all who volunteered to work the concession stand at Homecoming to benefit the Admin & Finance Scholarship)

Good afternoon!

I spoke with ARAMARK today regarding our concession total for the Homecoming Game – we made $700!

Great job everyone! Given the weather – this is a great result.

Thank you again for giving your entire Saturday afternoon and evening to the Scholarship. We are making a big difference in many families’ lives.

Jini (Cook)

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Dear Ms. (Yohna Chambers)

I am writing to express my appreciation for Jennifer Campfield. I have recently been admitted to The Graduate School at JMU and stopped by Human Resources to check into any available assistantships. Although I did not have an appointment, Ms. Campfield took time out of her busy schedule to see me and inquire as to my interests, experiences and abilities. She even went to a different department to see if they had any assistantship openings that would suit my skills.
All the experiences I have had with JMU staff throughout the graduate school application and assistantship process have enhanced my appreciation of JMU and I will be proud to hold a degree from this fine school.

Thank you for effectively training your staff so that prospective students like me have such positive experiences here.

Sincerely,

Jennifer Behm

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Jennifer (Testa)

Thank you so much for your excellent leadership yesterday at the ISAT faculty Summit meeting. As you could tell, there was a lot of energy in the room toward the task, and folks remained engaged the entire two hours. Several people said it was the best Summit we’ve had in years, citing your skills as a facilitator.

…Thank you again for your energy and positive guidance through the process.

Polly Cushman

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Thanks for all you do.
Charlie King