**JMU Staff Emeriti Association**

September 9, 2015; 9:00 AM

**Agenda:**

* Approval of Minutes from July 28, 2015 meeting
* Update on Staff Emeriti membership data:

30 staff retirees since 2014 – 4 granted staff emeriti status (send Welcome)

New contact list

* Review Purpose and Goals made for this pilot project; discussion on how we are doing (see below)
* Development liaison: Kathy Sarver, Office of Planned Giving
* Update on website: Correct wording in purpose, post HR Horizons article, minutes, agenda, and new events, delete AROHE
* Planning for Staff Emeriti events in fall and winter:

Planetarium, sporting event, joint SEA and FEA Holiday Gala

* Comments and Questions
* Moving Forward: Next Meeting

**Pilot Project:** After one year, the initiative will be evaluated and its continuation will be based on expressed interest and value the Association brings to JMU’s retirees and Staff Emeriti.

**Purpose:** The Staff Emeriti Association is a multifaceted organization open to all retired full-time classified employees who have been granted Emerita or Emeritus status by the JMU Board of Visitors. The organization provides an opportunity for Staff Emeriti to continue association with colleagues and to maintain ties to the University. The SEA is a professional and social organization that encourages the interaction of Staff Emeriti through a wide variety of activities.

**Goals:** The group acknowledged that there was a lack of exposure for the Association and discussed measures to increase awareness and highlight the process for being granted JMU Staff Emeriti status. The following goals were established for the Association:

1. Create Awareness: Create a JMU Staff Emeriti Association website; have the Association added to JMU’s A-Z Index Directory; create a shared mailbox for individuals to submit questions and comments. Going further, the website may include Meeting Minutes; the Association’s Proposal; Bylaws; other Association information (Staff Emeriti Policy, eligibility requirements, and process necessary to become recognized as a Staff Emeriti; member bios; upcoming Association events; Staff Emeriti benefits; links to other on-campus events; etc.).
2. Generate an updated JMU Staff Emeriti list to include contact information: work with Steve Smith, Constituent Relations, to generate this list. Discussion of running queries to determine the number of retirees that are eligible for Staff Emeriti status and to provide updated figures of employees nearing retirement status from the University.
3. Organize an event for the Association in April, 2015: Results from a survey conducted at a past event in which members shared their preferences for potential Association events will be considered in planning. The highest ranked items were: quarterly luncheons; local group day-trips; a book club, tours of new JMU facilities, and volunteering to assist neighbors in need.
4. Develop a mutual relationship and partnership with the JMU Faculty Emeriti by working with the current president of the FE Association, Violet Allain, and Sherry King, Director of Parent Relations: Work on planning a joint event for 2015, such as a bus trip, picnic, or special event.
5. Complete one volunteer activity: The Association is aware of the Madison Plan’s commitment to volunteerism, so the Association has made it its goal to carry out one volunteer activity at JMU and to give back to the University. Potential volunteer opportunities are: ushering at the Forbes center or another JMU sponsored event; partnering with the United Way.
6. Other items: explore the option of “grandfathering” in potential members in hopes of fostering a larger membership and developing a form or an informational sheet to include in retirees’ exit interviews from JMU, which would explain the protocol to becoming recognized as a JMU Staff Emeriti. Lastly, there was brief discussion concerning future imposed membership dues, adding a Staff Emeriti link to the current JMU HR Benefit’s page, and spotlighting the Association in a future JMU HR Horizons Newsletter.