

James Madison University | Moody Hall Conference Room | **Wednesday, December 4, 2019**

In Attendance: Tiffany Brutus, Wes Howdysshell, Mike Burke, Donna Crumpton, Matthew Higgins, Jennifer Lang-Rigal, Matt Lovesky, Donna Marie McMillan, Shelley Newman, Jesse Rathgeber, Renee Reed, Tiffany Runion, Katie Sensabaugh, Ashley Skelly, Bradley Striebig, Shea Tussing, Mary-Hope Vass.
Guest: Rick Larson

Called to Order: 1:00 PM

Wilson Hall Tour: Members toured Wilson Hall with a members of the Department of History prior to start of meeting.

Welcome and Introductions: Tiffany Brutus, co-chair, welcomed everyone to the meeting.

Approval of November 2019 Minutes: Motion made by Donna Crumpton, seconded by Mary-Hope Vass Higgins. Minutes approved.

Old Business:

- **EAC Marketing:** The group discussed the ideas/information that Renee Reed provided at the October meeting on how to create awareness of the committee.

New Business:

- **Updates**
 - **Academic Calendar Changes:** The group discussed the upcoming changes to the 2020/2021 academic calendar. Tiffany noted that this will affect the timing of the President's address prior to the start of the fall semester. More information to come on changes that will need to be made on scheduling, what will readjustment look like, requirements for different offices/departments in supporting change.
 - **Faculty Senate:** Jennifer Lang-Rigal discussed 3 motions that the Senate has been considering: amending their computer lottery rules, renaming the secretary position in the Faculty Senate and enhancing student diversity through need-based scholarships. She also reported that the Faculty Concerns Committee continues to work on child care issues.
 - **University Planning Team (UPT):** Co-chairs have provided UPT minutes from the last meeting via email to the committee. Tiffany shared that Brian Charette is drafting new recommendations for strategic plan based on UPT work and it will be submitted to the Board of Visitors in February.
 - **Compensation Advisory Council (CAC):** Tiffany shared that Rick Larson, AVP, HR, Training and Performance would be joining us today with a CAC update. He usually speaks with the EAC twice a year and the Faculty Senate once a year.

Other Business

- **CAC Update:** Rick Larson, AVP, HR, Training and Performance provided the committee with an update of CAC committee. He presented an overview of the composition and structure of the CAC and discussed how they create work plans. He discussed last year's work plan with the group which included long term salary increases (look ahead versus here and now) and how

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the CAC has engaged in closer conversations with the Vice-Presidents in planning. Rick communicated with the group the following topics that the CAC has discussed: desire to budget for bonuses for classified employee in years without pay raises, compression and inversion in faculty positions, difficulty in benchmarking our positions with other institutions, peer coverage, long term disability, faculty educational leave, child care solutions, IBA funding, flex and alternative work schedules. He shared that current CAC reports are available on the Provost's website and is broken into 3 reports: Classified, AP and Instructional. Work on the AP Faculty report is not yet completed. He shared that this year's work plan includes long term salary plans, childcare issues and the possibility of establishing an elite/distinguished faculty classification. He mentioned that the CAC was determining what changes could be made under the JMU's recent designation to Tier III status. Rick opened the discussion to EAC committee members for questions/comments. Brad Striebig shared that many times the distinguished faculty designation is used for a new hire versus a promotion. Ashley Skelly asked Rick if inversion/compensation could be addressed for AP faculty in a manner similar to the Classified IBA process. Rick suggested that employees talk to their Supervisor and HR Consultant. Tiffany Runion suggested that there be a training process to ensure that employees know about things such as the IBA process. Renee Reed asked if wage employees could be included in the work plans of the CAC since Adjunct faculty (who are part-time) have been included. She also shared that long stretches of holiday breaks can be difficult for wage employees since they don't receive any type of compensation during this period. The co-chairs and committee members expressed appreciation to Rick for sharing his time with them.

Meeting Adjourned: 3:10 PM

Submitted by: Renee Reed

Approved by Committee:

Future Meetings:

2020 - February 5, March 4, April 1, May 6, Late May luncheon with President Alger

(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