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James Madison University | Paul Jennings Hall Multipurpose Rm 135 | **Wednesday, November 6, 2019**

**In Attendance:** Tiffany Brutus, Wes Howdysshell, Donna Crumpton, Matthew Higgins, Jennifer Lang-Rigal, Matt Lovesky, Donna Marie McMillan, Renee Reed, Tiffany Runion, Katie Sensabaugh, Ashley Skelly, Shea Tussing, Mary-Hope Vass. Guest: Mike Davis

**Called to Order:** 1:05 PM

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

**Approval of October 2019 Minutes:** Motion made by Donna Crumpton, seconded by Matthew Higgins. Minutes approved by group.

**Old Business:**

- **Professional Job Titles:** Shea Tussing reached out to Human Resources leadership and Deanna Glass. Deanna followed up with Mike Burke regarding discussion on professional job titles in FM and to talk with FM leadership. There is awareness and communication on the matter. HR supportive of looking at other positions in the future. Faculty Senate is also discussing title changes.
- **Website Additions:** Employee classifications and minutes will be added to website by Katie Sensabaugh.
- **EAC Marketing:** Renee Reed passed out a sheet with some ideas on how to create awareness of the Employee Advisory Committee across campus and asked members to review and bring thoughts and ideas to the next meeting.
- **Sample Report:** Tiffany and Wes discussed a generic template for a yearly report to share with the President's office. They also suggested that the committee consider a plan sending recommendations each December.

**New Business:**

- **Updates**
  - **Faculty Senate:** No report.
  - **University Planning Team (UPT):** Co-chairs will forward recent update to committee members via email. Items being discussed by the UPT include mental health issues, enrollment, diversity/inclusion.
  - **Compensation Advisory:** Tiffany shared that the next meeting for the Compensation Advisory is Friday, November 8<sup>th</sup>. Plan for this year has not yet been finalized. There has been a focus in discussions on wage and adjunct employees. Childcare is also still being discussed.

**Other Business**

- **Enrollment Conversation:** Mike Davis, Executive Advisor to President Alger, joined the committee in a conversation about enrollment and admissions. During the discussion, Mike explained the enrollment "cliff", its effect on JMU and other state institutions. It is projected that by 2025, college enrollment will drop-off. Group discussed various reasons for that. He also talked about updates to the admissions process including changes to early admissions and deferments. Increasing scholarships and financial aid are also a priority.

**Paul Jennings Tour** – members toured Paul Jennings Hall with a member of the Residence Life staff. Director of Admissions.

**Meeting Adjourned:** 2:45 PM

**Submitted by:** Renee Reed

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### **Future Meetings:**

2019 - December 4 at Moody Hall – Guest: Rick Larson, AVP Training and Performance and tour of Wilson Hall

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

**[www.jmu.edu/eac](http://www.jmu.edu/eac)**