

Employee Advisory Committee

James Madison University
Moody Hall Conference Room
Sept. 5, 2018 – 1:00pm

MINUTES

1. Introductions - Welcome our newest committee members

- Members not present Katie Sensabaugh- on leave, Rodney Lam- out on leave, working on confirming one more committee member from the Advancement Office

2. Explanation of EAC, our purpose – liaison, advocacy, and communication

- We are the voice for the population of employees. We do not make policy, however we have the opportunity to influence policy and provide feedback. A recent example, of our influence was the degree attainment policy. Recognition leave- was granted to President being able to use 40 hours additional leave so that everyone may benefit across campus. EAC Co-chairs represent the EAC in a variety of ways CAC, University Policy, and University Strategy Planning. We encourage you to join the list serve on JMU Policy changes. Kathleen will send out how to sign up for the list serve.
- 2019 Holiday dates released- one day has been held in order to see what the state decides about the leave.
- Membership terms, 4 year term, it's important to know who is rolling off so that we can ensure we have representation. We are responsible for the President's Open Address, we MC it but do not control the agenda etc.

3. Old Business

- Feedback about Employee Appreciation Day
 - i. 9-Month employees were not able to attend
- Feedback about Opening Staff Address
 - i. Gratitude expressed towards departments that donated gifts.
 - ii. Request for earlier communication to EAD
 - iii. Ensure adequate seating for guests
 - iv. Great turnout for a new location
 - v. A/C is better in memorial hall auditorium for that size of group
 - vi. Suggestion to provide more effective signage for refreshments area
 - vii. Currently, no confirmation on location for 2019 event
 - viii. Memorial Hall- perk to this location was the lounging space
 - ix. Can we get bottled water?
 - x. Concern shared regarding the address being scheduled on the last Friday of the modified work schedule. Can that date be flexible?

4. New Business

Committee member roles

if you have an interest please let Tisha and Kathleen know

- Secretary/Minutes Maven
 - Current Secretary- Tiffany
- Web Guru
 - Current Web Guru- Shelly

EAC meeting planning for AY2018-19

- What kind of issues pertinent to classified, wage and A/P would we like to impact and/or address for this year?
 - i. Work flexibility – teleworking, quasi-FT positions
 - ii. Caregiving – child, teenager, adult)
 - iii. Parental Leave
- What topics would we like to have presented to the group?
 - i. Athletics Update
 - ii. Duo/IT Update
 - iii. Parking update
 - iv. Compensation Advisory Group update (December)
 - v. Disability services – how can faculty/staff utilize services?
 - vi. Construction update (Spring)
 - vii. UREC update
 - viii. HB1- General Assembly
 - a. Cannot share student emails
 - ix. Change in tuition cost and the cap on future increases based on entering class. Status of the funding and revenue from that. How has increase in tuition benefit/support current employees?
 - x. Dr. Coltman Provost/SVP Academic Affairs
 - xi. Dr. Miller VP Student Affairs
 - xii. Diane Stamp
 - xiii. President Alger
 - xiv. Nick Langridge- Comprehensive Campaign
 - xv. Campus PD- guest speaker and/or tour
- What buildings would we like to tour?
 - i. D-Hall
 - ii. Madison Hotel

Is it black or blue (dress)... Is it 1:30 or 1:00? Determining our meeting time

Present members discussed start time and decided on a 1:00PM start time.

September meeting – Group photo

EAC group photo will be taken at the October meeting

Other items?

Kathleen will update EAC member roster

Adjournment: 3:30PM

Future Meetings: 2018: Oct. 3, Nov. 7, Dec. 5; 2019: Feb. 6, March 6, April 3, May 1, late May luncheon with Pres. Alger (TBD)

OUR MISSION:

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:

- facilitating staff employee participation on University Committees and Commissions through publicizing

University Commission & Committee Nominations,

- sponsoring the annual JM-U Appreciation celebration,
- maintaining the EAC website to communicate the committee's activities with the campus community.