
James Madison University | Center for Global Engagement Conf Rm | **Wednesday, October 2, 2019**

In Attendance: Tiffany Brutus, Wes Howdyshell, Mike Burke, Donna Crumpton, Matthew Higgins, Jennifer Lang-Rigal, Matt Lovesky, Renee Reed, Tiffany Runion, Ashley Skelly, Shea Tussing, Mary-Hope Vass.

Called to Order: 1:10 PM

Welcome and Introductions: Tiffany Brutus, co-chair, welcomed everyone to the meeting and asked each member to introduce themselves.

Approval of September 2019 Minutes: Motion made by Donna Crumpton, seconded by Matt Lovesky. Minutes approved by group unanimously.

Old Business:

- **Professional Job Titles:** Shea Tussing provided insight and background to the group regarding how job titles are created. She explained the differences between working titles and state role titles and the categories they fall into. Since the original discussion was centralized around working titles in FM related positions, Shea suggested that there would need to be support within FM to make changes. She will pass along the info to FM and HR to look at working titles. Committee members also asked what the process looks like for a committee member or employee to advocate for changes and is there a way for JMU to explore looking at all working titles as a retention/recruitment tool.
- **Website Additions:** Tiffany shared that the new group photo and employee classifications of each committee member will be added to the web page. Katie Sensabaugh will be making the changes shortly.
- **Enrollment Inquiries:** Mike Davis will join us at the November meeting to talk about enrollment. Some additional info may come out prior to our conversation with Mike. Tiffany and Wes asked committee members to submit questions for Mike to them prior to the meeting. They can be sent to eac@jmu.edu. Members shared that there have been other presentations on enrollment including to the Board of Visitors and UPT (University Planning Team). Some of that content may be posted on the JMU website.

New Business:

- **Updates**
 - **Faculty Senate:** Jennifer Lang-Rigal shared an update on topics being discussed/acted on by Faculty Senate including an amendment to eligibility for mini-grants to include PT and Adjunct Faculty, a resolution brought forth on freedom of expression, and the campus policy on video surveillance. Tiffany asked about the child-care resolution. Jennifer shared that the recommendation is to take it to the state faculty senate.
 - **University Planning Team:** Wes Howdyshell encouraged committee members to review the email that he and Tiffany sent to members with UPT updates.

- **Updates** (continued)
 - **Compensation Advisory Council:** Tiffany shared that the council is in the process of identifying topics to address this year. Childcare issue continues to be identified. Wes said that they are looking for what will be impactful and he asked for input from EAC. Topics discussed by the committee included compensation/class load/credit hours for adjuncts, working job titles, difficulty in accessing pay scale information, increases received in August 2019 and the desire for CAC to also focus on wage pay/benefits.

Other Business

- **Visibility of EAC:** Wes and Tiffany represented the EAC at the upcoming Wellness Fair hosted by HR on October 1st. Based on feedback from participants at the fair, the EAC and its mission are not widely known. Matt Lovesky suggested we look for other opportunities to increase the level of knowledge about the committee. Renee Reed suggested asking HR if we can be present at the resource fair offered during Connections Day for new hires.
- **Future topics to consider:** marketing ideas for EAC, finding ways to get employees directed to the EAC website, employee Injuries.

Announcements

EAC members are encouraged to attend the Jennings Hall Dedication on Friday, October 11th at 1:30 PM.

Madison Hall Tour – members toured Madison Hall with Paul Campbell, Sr. Asst. Director of Admissions.

Meeting Adjourned: 2:30 PM

Submitted by: Renee Reed

Approved by Committee: November 6, 2019

Future Meetings:

2019 - November 6, December 4

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