
**THE COMMONWEALTH OF VIRGINIA
THE VISITORS OF JAMES MADISON UNIVERSITY**

Minutes of the Finance and Physical Development Committee

The Finance and Physical Development Committee met on Thursday, September 14, 2023 at 1:00 p.m. The meeting was called to order by Mr. John Rothenberger.

Present:

Rothenberger, John, Chair
Fiorina, Carly
Obenshain, Suzanne
Smith, Steven

Others:

Moore, Towana – Vice President, Administration and Finance
Angel, Mark – Associate Vice President, Finance
Larson, Rick – Associate Vice President, Human Resources, Training, and Performance
Stamp, Diane, Associate Vice President, Budget Management
Read, Caitlyn, Assistant Vice President for Government Relations

All members of the Administration and Finance team were introduced.

On motion of Suzanne Obenshain, and seconded by Carly Fiorina, the minutes of the April 20, 2023 meeting were approved with one update.

Bond Rating:

Mr. Mark Angel, Associate Vice President for Finance reported that Fitch Ratings has affirmed JMU's bond rating of AA-, with a Rating Outlook of Stable.

Financial Review:

Mr. Mark Angel reviewed the 2022-2023 financial report that is provided to the committee on a quarterly basis. This financial report included operational activity for the full fiscal year. He reported the University's revenue and expenditures for the 2023 fiscal year exceeded the university's revised budget expectations.

2022-2023 Receivables Write-Offs:

Mr. Angel presented the 2022-2023 Receivables Write-Offs Report. The university annually writes off accounts that have been deemed uncollectible. The write-offs were well within the board's established guidelines.

2023-2024 Budget Update:

Ms. Towana Moore, Vice President for Administration and Finance, and Ms. Diane Stamp, Associate Vice President for Budget Management, briefed the committee on the revised 2023-2024 budget. The revised 2023-24 budget was significantly delayed due to a budget impasse of the Commonwealth. The adopted budget included \$4.7 million in affordable access funds, \$2.9 million for financial aid, \$660,000 for nursing workforce

salaries and a 2% base salary increase for full-time state employees, including adjunct faculty and graduate teaching assistants effective December 10, 2023. It is noteworthy that the final budget was extremely close to the budgetary assumptions made by the JMU Budget Management office. The university netted \$232,000 more in undesignated operational dollars than budgeted.

2024-2026 Budget Requests:

Ms. Moore reported that the university’s proposed budget requests for 2024-26 included \$6.8 million to support Veterans through the Virginia Military Survivors & Dependents Education Program, increased support for Pell eligible students, funding for facilities operations and workforce recruitment as well as \$6.2 million for academic and student success programs in nursing, education, internships and mental health.

Six-Year Plan Update:

Ms. Moore and Ms. Stamp presented the annual six-year plan. The Six-Year plan is required by the Commonwealth and covers the 2024, 2026 and 2028 biennia. The plan is a pro forma exercise that is required by the Commonwealth with specific guidelines for completion. A brief overview was completed for the committee. A more extensive review of the plan is on the full Board agenda for later this morning.

Workforce Issues:

Mr. Rick Larson, Associate Vice President for HR, Training, and Performance presented an overview of the Virginia Department of Human Resource Management’s Workforce Planning and Development Report, which is required on an annual basis. The report was summarized and included the current economic impact on hiring and a plan to minimize employee turnover.

Efficiency Review

Ms. Moore reported that an efficiency review will be completed for the university and a selection committee, comprised of divisional representation and a member of the faculty senate will select an outside consultant to complete the review.

Topics for Future Discussion:

A discussion was held for Board members to provide topics of interest for future discussion. Future topics include an Efficiency Review Committee report as available and succession planning.

There being no further business the committee adjourned at 2:45 p.m.

Respectfully submitted,

John Rothenberger, Chair

Donna Harper, Secretary to the Board