

# **Employee Advisory Committee**

James Madison University  
Moody Hall Conference Room, Moody 113  
September 7, 2016 1:00pm – 2:30PM

The James Madison University Employee Advisory Committee met Wednesday September 7, 2016 at 1:00pm in the Moody Hall Conference Room. Committee co-chairs Susan Dean and Kathy Sarver presided. Members present were Gina Holloway, Paul Mabrey, Liz Howley, Shea Tussing, Rodney Lam, Tisha McCoy-Ntiamoah, Steve Harper, Karen Gerard, Laura Hickerson, Jonathan Kratz, Wes Howdyshell, and Vivian Ferris.

## **Welcome**

- The meeting was called to order.
- EAC Group Photo on Moody steps and with James Madison statue.
- Icebreaker/get to know you activity
- Minutes were approved with revisions.

## **Old Business**

### Employee Recognition

- Changed to Employee and Staff- Recognition
- Where should this information be shared? Could HR collaborate with Departments? HR to check.

## **New Business**

### Presidents Address Feedback

- People seemed glad to bring in their drinks.
- A lot of anticipation of prizes, hoping for more JMU-type gifts such as, dining, athletics, bookstore.
- Good selection of beverages
- Suggestion- Student-affairs could do a JMADDY talk concept (they do this for the SA Division now) (what drives/motivates them?) In SA they compete to be a speaker- perhaps this could be offered to staff to present at the President's Address- EAC could help choose.

### A & P faculty paid leave changes

- 24/192 hours vs 20 days
- maximum of 10 days can be carried over
- 10 or more years of service they will pay out limited days
- monitor through MyMadison

### Proposed 2017 Leave

- We were given a copy of the proposed 2017 Leave Calendar and asked to comment
- Comments: Is recognition based on calendar or fiscal year? Are all 5 days accounted for (that were granted last year to the President from recognition

leave pool)? Seems as if 2.5 days are missing. Chairs will send comments to Maggie

#### EAC website/Minutes

- Gina Holloway volunteered to update website
- Tiffany Brutus will continue taking minutes

#### Other

- Let your JMU areas know that you are on EAC and encourage them to share ideas relevant to JMU employees (compensation, well-being etc.)
- Idea for employees as a form of appreciation - allow to purchase or be compensated with dining dollars gold. Kathy Sarver will send on to Maggie and CAC as one of the ways to provide benefits.
- Social hours – decided to continue. More details to come
- Question on the table was “Who received the Adjunct raises?” “Was it all adjunct?” – This was answered by members- Only true adjunct received raises- if a staff member also teaches class they were not eligible.

#### Future meetings

- If you have any thoughts to add agenda items send prior to meeting.
- Maybe have lunch at Student Success on 12/7/16 before our tour of CHBS. Kathy Sarver to check
- Spring meeting ideas - President Alger, New Title IX officer/Amy Sirocky-Meck, Jeff Bourne, Rick Larson.
- Guidelines to EAC membership should go on website. Include the membership openings available within the interest email as well as dates and times the committees meet (if available)

#### **EAC Liaison updates**

N/A

#### **EAC Homework**

Each member was given a copy of the EAC Guidelines and asked to review and email any comments or suggestions to Kathy and Susan before the next meeting.

#### **Next Meetings:**

10/5/16- Grace Street Apartments

11/2/16- UREC

12/7/16- CHBS Building *maybe* have lunch at CHBS on 12/7/16 through the Quantity Food Production Class. Otherwise lunch at SSC.

January – No Meeting

#### **EAC Thank You Card**

- Photographer- Tiffany (need to sign this next meeting)

**Next Meeting: October 5, 2016, Grace Street Apartments Conference Room  
140, 1:00-2:30.**

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Our Mission:

As an advisory committee reporting to the President of James Madison University (JMU), 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 organization accomplishes its mission by:

- communicating with the Executive Assistant to the President of the University (Liaison to EAC)
  - providing feedback and advice to the Senior Leadership Team regarding issues that impact JMU employees
  - 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
  - planning the President's Opening Address to Staff each Fall
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