

Employee Advisory Committee
April 3, 2024
Meeting Notes

Maximum membership for EAC is 17.

The breakdown is:

- (7) Classified
- (5) A&P
- (4) Instructional
- (1) Wage

We will need to fill 5 vacancies for next year.

- (2) A&P
- (2) Instructional
- (1) Wage

In addition to the survey sent to all employees looking for interest in serving, we can make personal recommendations to invite new members.

Moving forward...

Keep broad mission statement for now.

Create a short survey/questionnaire to get input from employees to help EAC determine direction and purpose for next year. Keep questions positive in nature (What do you love about JMU? Why do you stay at JMU? What non-monetary actions from senior leadership would make you feel appreciated?) Use Teams to gather suggestions for questions. Submit all questions by April 24. At May 1 meeting, EAC will consolidate and finalize questions. Will let David and Brandi know what we are planning to do.

Have a table at Employee Appreciation Day to have employees answer survey.

EAC info on lunch tables at EAD to fill out survey or come to EAC table.

Have a sign-up sheet at table if anyone is interested in serving on the EAC.

Request HR exit interview data to add insight.

Matt checking on lunch, bulk email and requesting a table for EAD.

EAD is May 16. EAC members can take turns at table.

Matt rotating off as co-chair but will remain on EAC. Need a co-chair for next two years.

Must be classified staff. Jason's name was mentioned multiple times, but he is only on EAC for one more year.

Preference is to continue meeting in person.