MIAMI UNIVERSITY

OFFICE OF HUMAN RESOURCES MANAGEMENT
T: 513-529-3131
MiamiOH.edu/HR

October 1, 2026

Emily Bruns
10116 Bruns Rd
Brookville, IN 47012

Workday ID: 10816802

Miami University is pleased to confirm the promotion from Senior Individualized Learning Specialist to Assistant Director of ILS under the terms and conditions set forth in Miami's policies. On behalf of President Gregory P. Crawford, thank you for your dedication and commitment to Miami, and the students, families, and communities we are privileged to serve.

It is assumed to meet your acceptance unless you advise the Office of Human Resources in writing to the contrary. If you have any questions about your appointment, please contact the Department of Human Resources as 513-529-3131.

Appointment Effective Date: September 1, 2026
Department: Assistant Director of ILS
Annual Salary: $50,000
Employment Terms: Extended Appointment Eligible
University Provided Benefits: Yes

TERMS OF EMPLOYMENT:
As a member of the unclassified staff, this appointment is subject to and you are expected to comply with applicable rules, regulations, and procedures of Miami University (many are included in the Miami University Policy Library), directives as promulgated by the President and official actions of the Board of Trustees, as now in effect or hereafter implemented or amended. This appointment is conditioned upon full compliance therewith.

Please also review Miami University's Mission and Commitment Statements.

The University reserves the right to modify during the term of this appointment the economic terms and conditions of employment, including, but not limited to financial terms, the modification of certain employment benefits and/or increasing employee cost sharing.

Sincerely,

Jessica S. Palatka, SPHR, SHRM-SCP
Vice President and Chief Human Resources Officer
Miami University