

Civil Service Council Minutes
October 11, 2016
Rathskeller Loft, University Union
8:30 am

Members Present:

Rhonda Nichols, Donna Noffke, Lionel Sanders, John Sigler, Anne Lewis Dan Crews and Michelle Morgan.

Member's Absent: Jenny Stout, JoAnne Thill, Melissa Gordon, Bryan Callaway, and Angie Campbell.

Guests Present:

Paul McCann, Interim Vice President for Business Affairs and Kelly Miller, Director of Admissions

- I. Meeting was called to order at 8:30 am by Vice President Rhonda Nichols
- II. Kelly Miller, Director of Admissions, gave a presentation to the Council
 - A. Things staff can do to support Admission in their efforts to recruit students were discussed.
 - a. Be positive, welcoming and ready to serve to any potential student on campus or off.
 - b. Let admissions office know of any potential recruitment opportunities that your areas are hosting.
 - c. Things to say to promote EIU below
 1. Approximately 90% job placement rate
 2. Graduate school in top 5 for Ph.D. placement
 3. 2nd safest campus in America
 - B. Hired 3 new admissions staff and have student volunteers reaching out to their own high schools.
 - C. Visited 780 schools (all in Illinois)
 - D. Attended college fairs in Indiana, Missouri, and Illinois. Kentucky and Iowa are tough markets for Illinois schools to recruit in.
 - E. 221 people attended EIU Open House on October 10, 2016. Anyone who applied that day had the application fee waived.
- III. Minutes from the September 2016 meeting were approved and posted on the website.
- IV. Treasurer Report
 - A. Scholarship endowment balance is \$16,130.89.
- V. Old Business-
 - A. Election Committee -- No Report.
 - B. Personnel Committee -- No Report.
 - C. Public Relations --No Report.
 - D. Scholarship committee -- No Report
- VI. New business
 - A. Elections for EAC Representative
 - a. 2 nominations - Biographical sketches of the candidates and details were sent by Linda Holloway via email.
 - b. The election will take place October 25, 2016, from 7 am to 4 pm in Old Main Human Resources Corridor, 2nd Floor.

- B. Benefits have moved to Old Main 2020.
- C. Flu Shots are being given October 12, from 9 am to 4 pm in the MLK Union Bridge Lounge
- D. Staff Senate Kite event was held Saturday, October 8, 2016
- E. VPBA update (Interim VPBA, Paul McCann) –
 - a. Close to having an FY 18 budget ready. Will ask for 42 Million (FY 2015 level) and will ask for additional 26 Million for FY 17.
 - b. No action in Springfield anticipated until after election day.
 - c. Fall 2016 enrollment is about 7500 students, about 200 more than expected. Overall decrease of about 1000 students.
 - d. Vitalization project underway. All but one committee has met.
 - 1. Reports back to committee chair by November 1.
 - 2. Final reports due to the President by December 15.
 - e. Overtime law set to take effect on December 1.
 - 1. EIU is waiting on direction from the State Universities Civil Service System on how to handle it.
 - 2. The goal is to have a plan in place and notify campus by November 1, 2016.

VII. Other

- A. Next month's guest speaker will be Jody Stone, Assistant Director of Housing.

VIII. Motion to Adjourn (Crews/Sanders). The meeting was adjourned at 9:30 am.

Upcoming Meetings: **NOTE LOCATION CHANGES**

November 8, 2016 - Martinsville Room, MLK Jr. Union at 8:30

December 13, 2016 - 7th Street Underground Loft

All non-negotiated Civil Service employees are welcome and encouraged to attend.