

Name of nominee: Jody Stone Date: 10/21/2022

Department/school: Counseling & Higher Education

E-mail address of nominee: jestone@eiu.edu

Graduate course(s) to be taught: THESIS ONLY

Semester/term and year of approval: FALL 2022

Need for this assignment: DEPARTMENT NEED

Length of Appointment: ☐ 1 year term: ☐ 2 year term: ☒ 3 year term:

Profile of the candidate:

A. Current position (Include academic rank if applicable): Assoc. Director of Housing

B. Education and professional experience:

Highest degree earned: M.S. Date awarded: 5/1995

Degree granting institution: Eastern Illinois University


Field of specialization: College Student Affairs

C. Evidence of other education, professional activity, and specialization in teaching area within the last three years (workshops, research, service, creative activity, etc.). **Please put in vita format and attach.**

D. List the graduate courses taught by the candidate during the last three years:

See resume attached.

  
Graduate Coordinator or Chair, Department Graduate Committee

  
Department Chair

  
Academic Dean

  
Dean, Graduate School

After form is completed, please print to obtain signatures.

RECEIVED  
THE GRADUATE SCHOOL

OCT 27 2022

EASTERN ILLINOIS  
UNIVERSITY



### Tested Experience Exception Rubric

Potential Instructor: Jody Stone

Date 10/21/2022

Tested Experience Exception Minimum Requirements	Expectation Met (✓)
At-least <u>five years of experience</u> in the profession or current employment in the field; .....	<u>✓</u>
Hold appropriate professional certifications and licenses (as appropriate to the field and if applicable); and .....	<u>N/A</u>
A baccalaureate degree (B.A., B.F.A., B.S., and so on) to teach undergraduate students or a graduate degree (M.A., M.S., M.Ed. or Ed.S.) with additional coursework in the field or discipline of instruction.....	<u>✓</u>
<p>If the minimum requirements are not met, please provide justification for why this candidate should be considered as an adjunct instructor.</p> <ul style="list-style-type: none"> <li>• <i>Jody has served on thesis committees before.</i></li> <li>• </li> <li>• </li> </ul>	

**Signatures:**

*[Signature]*

*[Signature]*

*[Signature]*

Date: 10/21/2022

Date: 10/24/22

Date: 10/24/22

**If Needed:**

**VP of Academic Affairs**

\_\_\_\_\_

Date: \_\_\_\_\_

RECEIVED  
THE GRADUATE SCHOOL

OCT 27 2022

EASTERN ILLINOIS  
UNIVERSITY



## Career Summary

EASTERN ILLINOIS  
UNIVERSITY

A higher education professional with a proven record of strong accomplishment in residential education, student development, student conduct, crisis management, human resource management, marketing, housing assignments and contracting, budget development, facilities management, and conference services.

## Higher Education Experience

### Accomplishments

- Created and implemented the Panther Success Residential Curriculum which improved on-campus semester grade point averages from 2.68 to 2.92 through intentional conversations between RA's and residents while increasing faculty-resident engagement.
- Responsible for management strategies and assessment that led to the heightened satisfaction of on-campus residents and an increase in on-campus retention for the past three consecutive years.
- Increased the visual diversity of the residential life staff from an average of 14% to 32% through effective recruitment and retention strategies.
- Employed the use of community standards on residential floors to foster student investment in the creation of policy and increased self-regulation throughout residential communities.
- Implemented programs resulting in the reduction of on-campus damages.
- Contribute considerably to university committees responsible for the strategic development and implementation of programs enhancing student wellness and success.

### Senior Associate Director of Housing and Dining

August 2016-present

Eastern Illinois University, Charleston, Illinois

- Provide strategic vision, leadership, and oversight for residential life, marketing, housing assignments and contracts, and conference services program for a 4000 bed system consisting of 11 residence halls, 18 Fraternity and Sorority houses, and 2 apartment complexes.
- Directly supervise and evaluate 1 Associate Director of Housing for Marketing and Greek Court, 2 Assistant Directors of Housing for Residential Life and Conference Services, 2 Housing Assignment Coordinators, and 1 Administrative Assistant.
- Direct the recruitment, selection, training, supervision, and evaluation of a diverse professional, graduate, and student Residential Life, Marketing, Assignments, and Conference Service Staff consisting of over 100 staff members.
- Oversee academic initiatives such as the Panther Success Initiative Residential Curriculum, Faculty Fellows, and Charleston Chew programs.
- Oversee crisis response and safety education in University Housing while collaborating with the Vice-President of Student Affairs, Director of Student Standards, Director of Counseling Center, and the University Police Department Chief of Police.
- Serve on the Threat Assessment and Student Support Crisis Response Teams.
- Share the fiscal responsibility for an annual \$20 million departmental budget along with the Director of Housing and Dining Services. Serve as chief financial approver in the absence of the Director.
- Coordinate and supervise marketing and retention area of Housing & Dining Services including evaluation of current marketing practices, their return on investments, and recommendation for improvement.
- Serve as the Admissions Office liaison responsible for training and scheduling of Housing & Dining staff for Admissions Open House and Admitted Student Events. Provide feedback on scheduling and other improvements for these events. Present presentations for prospective students and their families.
- Serve as the Director of University Housing and Dining Services in the absence of the Director.

- Oversee Resident Satisfaction Survey with a sample size of 1200 achieving a 30% response rate. Analyze data to make decisions concerning resource management, service offerings, new housing options, and policy changes.
- Oversee Educational Benchmarking Inc. Survey benchmarking results against 220 institutions internationally, the Great Lakes Region, appropriate Carnegie Class, and Select 6 institutions.
- Oversee the Summer Conference Services program consisting of 60 camps with over 11,000 summer guests along with Summer School Housing.
- Participate in enrollment management coordination in conjunction with offices such as Admissions, New Student Programs, Academic Advising, and the Student Success Center.
- Collaborate with the planning and implementation of long-range and strategic plans for the department.

## **Associate Director of Housing for Residential Life and Conference Services**

January 2012-August 2016

Eastern Illinois University, Charleston, Illinois

- Provide strategic vision, leadership, and oversight for residential life, marketing, housing assignments and contracts, and conference services program for a 4000 bed system consisting of 12 residence halls and over 60 summer camps with 11,000 annual guests.
- Directly supervise and evaluate 2 Assistant Directors of Housing for Residential Life and Conference Services and 1 Administrative Assistant.
- Develop, review, and implement the Panther Success Initiative Residential Curriculum along with our Faculty Fellows and Student Leadership Development Programs.
- Direct the recruitment, selection, training, supervision and evaluation of a diverse professional, graduate, and student Residential Life and Conference Service Staff consisting of over 100 staff members.
- Provide leadership and direction for departmental crisis response and safety education while collaborating with the Vice-President of Student Affairs office, Student Standards Office, Counseling Center, and the University Police Department.
- Serve on the Threat Assessment and Student Support Crisis Response Teams.
- Participate in enrollment management activities in conjunction with offices such as Admissions, New Student Programs, Academic Advising, and the Student Success Center.
- Develop and administer over a 2.3 million dollar operating budget for Residential Life and Conference Services.
- Develop policies and procedures related to facilities management, summer programs, contract administration, and dining services.
- Supervise planning, assignments, contracting, and operation of Summer School Housing.
- Advise Residential Life Committees including Social Justice and Community Engagement, Academic Initiatives, Professional and Student Staff Training.
- Collaborate with the planning and implementation of long-range and strategic plans for the department.

## **Assistant Director of Housing for Residential Life and Conference Services**

January 2001-December 2011

Eastern Illinois University, Charleston, Illinois

- Provide strategic vision, leadership, and oversight for residential life, marketing, housing assignments and contracts, and conference services program for a 4000 bed system consisting of 12 residence halls and over 60 summer camps with 11,000 annual guests.
- Direct the recruitment, selection, training, supervision and evaluation of a diverse professional, graduate, and student Residential Life and Conference Service Staff consisting of over 100 staff members.
- Directly supervise and evaluate 3 Area Directors and 1 Administrative Assistant.
- Assist in the development, implementation, and evaluation of departmental initiatives, occupancy management, fiscal management, marketing, crisis management, and policy development while serving on the University Housing and Dining Senior Management Team.

- Participate in enrollment management activities in conjunction with offices such as New Student Programs, Admissions, Academic Advising, and the Student Success Center.
- Develop and administer over a 2.3 million dollar operating budget for Residential Life and Conference Services.
- Develop policies and procedures related to facilities management, summer programs, contract administration, and dining services.
- Supervise planning, assignments, contracting, and operation of Summer School Housing.
- Advise Residential Life Committees including Academic Initiatives, Training, and Social Justice.
- Serves as advisor to the Residence Hall Association and provides support and guidance to advisors for hall councils and NRHH to promote student leadership development.
- Collaborate with the planning and implementation of long-range and strategic plans for the department.

## **Assistant Director of Housing for Conference Services**

May 1997-January 2001

Eastern Illinois University, Charleston, Illinois

- Responsible for day to day operations of \$1,000,000 in conference and event programs with 60 summer groups and over 12,000 guests annually.
- Responsible for budgeting, contracting, scheduling, customer service, and marketing Eastern Illinois University's Conference Services program.
- Coordinated housing, dining, facility, linen, security, and other conference needs.
- Responsible for hiring, training, supervising, and evaluating a diverse conference staff including professional, graduate, and undergraduate student employees.
- Supervised planning, assignments, contracting, and supervision of Summer School Housing.
- Managed housing arrangements for students during vacation break.

## **Resident Director**

July 1995-May 1997

Eastern Illinois University, Charleston, Illinois

## **Teaching and Consultation Experience**

---

### **Instructor, University Foundations 1111**

2005-present

Eastern Illinois University, Charleston, Illinois

- Teach a 2 credit hour course for first year students promoting first year experience programming and the development of skills to aid in their transition to college life

### **Adjunct Faculty Member, Counseling and Student Development**

2008-present

Eastern Illinois University, Charleston, Illinois

- Serve on thesis committees for graduate students majoring in College Student Affairs
- Serve on the College Student Affairs Advisory Council

### **Residential Life Department External Review Member**

March 2015

Michigan Technological University

- Served on a three member review team to conduct a comprehensive review of the Residential Life Department with special emphasis placed on the evaluation living-learning communities.

---

## Education

---

### **Masters of Science in Education, Eastern Illinois University; Charleston, Illinois**

College Student Affairs

May 1995

### **Bachelor of Arts, Eastern Illinois University; Charleston, Illinois**

Political Science and Pre-Law

May 1993

---

## Professional Affiliations

---

### ***ACUHO-I (Association of College and University Housing Officers International)***

- ACUHO-I Foundation Board, Chair-Elect 2017-present
- ACUHO-I Foundation Board, Vice-Chair for the Regional Cabinet 2015-2017
- ACUHO-I Foundation Board, GLACUHO Representative 2013-2015
- ACUHO-I Membership Committee 2012-2013
- ACUHO-I Membership Task Force 2010-2011
- ACUHO-I Public Policy Advisory Committee 2010-2011
- ACUHO-Academic Initiatives Committee Member 2005-2007

### ***GLACUHO (Great Lakes Association of College and University Housing Officers)***

- GLACUHO Financial Advisory Board 2010-2015
- GLACUHO Exhibitor Advisory Board 2010-2013
- GLACUHO Past President 2008-2009
- GLACUHO President 2007-2008
- GLACUHO President-Elect 2006-2007
- GLACUHO Exhibitor Liaison 2004-2006
- GLACUHO Residential Facilities Chair 2002-2004

---

## Committee Involvement

---

### ***Eastern Illinois University***

- Chair- Enrollment Management Vitalization Project 2016-present
- Staff Senate 2016-present
- EIU LGBTQA Advisory Board 2013-present
- EIU Committee on Retention Efforts (CORE) 2009-present
- EIU Sexual Violence Prevention Team 2005-present
- Student Affairs Crisis Management Task Force 2005-present
- EIU Student Support Team 2001-present
- North Central Association Reaccreditation Committee 2013-2015
- Homecoming Steering Committee 2010-2013
- Prowl Academic Committee 2007-2012
- EIU Strategic Planning Committee 2010-2012
- Environmental Health and Safety Committee 2010-2011
- Prowl Task Force 2006-2007
- Chair, Academic Initiatives and Retention Committee 2006-2007
- Alcohol Coalition Task Force 2003-2007
- Co-Chair Graduate Assistant Professional Development 2005-2007



▪ Orientation Advisory Board Member	2003-2005
▪ Student Affairs Technology Committee	2003-2005
▪ Council on University Planning and Budgeting	2002-2004
▪ Academic Affairs Retention Committee	2001-2003
▪ Eastern Illinois University Continuing Education Council	1997-2001

## Search Committees

▪ Chair, Admissions Counselor Search Committee	present
▪ Co-Chair Oshkosh Placement Exchange Recruitment Selection Team	2001-present
▪ Chair, Area Director Search Committee	2014
▪ Chair, Associate Director of Housing for Panther Dining Search Committee	2012
▪ Chair, Associate Director of Housing for Residential Facilities Search Committee	2011
▪ Chair, Complex Director Search Committee	2010
▪ Counseling Center Director Search Committee	2005
▪ Chair, Area Director Search Committee	2005
▪ Chair, Conference Coordinator Search Committee	2002
▪ Chair, Director of Orientation Search Committee	2000
▪ Member, Assistant Director of Housing Search	1995

## Awards and Certifications

<b>Dan Hallenbeck Service Award</b> <i>Great Lakes Affiliate of College &amp; University Residence Halls (GLACURH)</i>	2019
<b>College of Education and Professional Studies Alumni Leadership Award</b> <i>Eastern Illinois University</i>	2017
<b>Dr. John E Collins GLACUHO Distinguished Service Award</b> <i>Great Lakes Association of College &amp; University Housing Officers (GLACUHO)</i>	2016
<b>Fostering First Year Student Success Certification</b> <i>University of South Carolina System Affairs and Extended University</i>	2013
<b>Masters Level Advisor Recognition Training Certification</b> <i>National Association of College and University Residence Halls</i>	2010
<b>Incident Command System Certification Level 100, 200, 300, and 400</b> <i>Emergency Management Institute-Federal Emergency Management Association</i>	2010
<b>Suicide Prevention for Gatekeepers</b> <i>Campus Connect: Syracuse University Counseling Center</i>	2009
<b>Outstanding Service Award</b> <i>Great Lakes Association of College &amp; University Housing Officers (GLACUHO)</i>	2005
<b>Dan Hallenbeck Advisor of the Year</b> <i>Great Lakes Affiliate of College &amp; University Residence Halls (GLACURH)</i>	2003
<b>Advisor Recognition Training Certification</b> <i>National Association of College and University Residence Halls</i>	2003

## Publications

Textbook: Hudson, Hudson, and Stone. *Advice for Advisers 3rd Edition, Chapter 13, The Money Management of Residence Hall Associations*. Publication Date: July 2006

---

## Organizational Advising Experience

---

RHA Advisor * <i>Organization Received Regional Chapter of the Year in 2005</i>	2001-present
Illinois Residence Hall Association Advisor	2002-2004
Sigma Chi Faculty Advisor	2002-2004
Chair-Illinois State Resident Assistant Association Conference Host Advisor	Spring 1996
NRHH Advisor * <i>Organization Received National Chapter of the Year in 1995</i>	1995-1997

---

## Presentation Experience

---

### *Professional Organizations*

- A 3,2,1 Discussion: Housing for International Students, GLACUHO Annual Conference 2015
- Recruiting and Retaining Staff of Color, EIU Diversity Conference 2015
- Graduate School versus Hall Director Panel Discussion, Oshkosh Placement Exchange 2012
- A Guide to Building Faculty and Students Connections, GLACUHO Annual Conference 2011
- Advice for Graduate Students and Entry Level Professionals, GLACUHO Webinar 2011
- Recruiting and Retaining Staff of Color, GLACUHO Webinar 2011
- GLACUHO, Past Presidents Roundtable, GLACUHO Annual Conference 2011
- Suicide Prevention Training for Gatekeepers, GLACUHO Annual Conference 2010
- Panther Success Initiative, Council of Deans at Eastern Illinois University 2009
- GLACUHO Keynote Speaker, GLACUHO Annual Conference 2008
- ACUHO-I, Regional Past Presidents Roundtable, ACUHO-I Annual Conference 2008
- Panther Success Initiative, GLACUHO Drive In Workshop, University of Illinois-Chicago 2008

---

## References

---

Mark Hudson  
Director of University Housing and Dining Services  
Eastern Illinois University  
600 Lincoln Ave  
Charleston, IL 61920  
217-581-7711  
[mahudson@eiu.edu](mailto:mahudson@eiu.edu)

Kelly Miller  
Director of Admissions  
Eastern Illinois University  
600 Lincoln Ave  
Charleston, IL 61920  
217-581-2223  
[kpmiller@eiu.edu](mailto:kpmiller@eiu.edu)

Scott R. Boden  
Associate Director of Residential Life  
The Ohio State University  
2130 Neil Ave  
Columbus, OH 43210  
614-378-7899  
[Boden.4@osu.edu](mailto:Boden.4@osu.edu)