



Staff Senate Minutes

November 9, 2016 – 1:15 p.m.

7th Street Underground Loft, MLK Union

Quorum Present

Senators Present: Andrea Beals, Angie Campbell, Chris Childress, Joann Daugherty, Jody Stone, Melissa Coleman, Peggy Brown, Renee Kerz, Rhonda Nichols, Richard Wyninger, Shawn Peoples, Suzann Bennett, and Tony Craven.

Guest: Paul McCann, Tim Zimmer, Kelly Miller, and Billy Hung

Senators Absent: Amanda Harvey, Andy Eggers, B. James Griffin, Jonathan Hunt, and Tina Jenkins.

Call to Order: The meeting was called to order by President Daugherty at 1:15 p.m.

Approval of Minutes: Motion to approve the October minutes was made by Senator Campbell. It was 2nd by Senator Kerz. The minutes from the October meeting were approved.

Treasurer's Report: Current balance is \$300.00.

Guest Report:

Kelly Miller, Interim Director for Admissions addressed the Senate. She explained what current steps are being taken by Admissions to increase enrollment. There is an open house on November 11th, everyone should wear blue. Enrollment for open house is even with last year. We have over 150 incoming bus trips scheduled this year. The October open house went well. If a student applies for admission during the open house, their admission fee of \$30.00 is waived. They have to apply on site. The yield for this is up 15%.

Kelly explained how EIU purchases names. The university buys the names of students that take the ACT and SAT exam. They buy the names from Illinois and surrounding states. There is a slight lag this year due to the State of Illinois changing from the ACT to SAT.

Admissions sent out a college choice survey. It was sent to students that did come to EIU and those that applied but chose not to come to EIU. We have learned that there are areas of EIU that sell besides academics. Some of these are: Greek Life, ROTC, Publications (The DEN), Radio and TV, and Volunteerism. These are areas that Admissions plans on focusing as they talk about EIU to perspective students.

Financial Aid rules have changes. Students can now apply earlier for Financial Aid. This did not have the impact that everyone thought it would. Our applications are behind where they normally are for this time of year. That was expected due to the change from ACT to SAT. Students took the test later so are applying later.

There are numerous changes that EIU is now offering. There is the commitment to Excellence Award. Students must have a certain GPA or score on their SAT/ACT exam. It is an automatic renewal scholarship. If students are admitted by May 1st, they can resubmit their GPA or ACT/SAT scores to see if they can receive more scholarship funds.

Ms. Miller talked about how important the campus visits are for perspective students. The VPSA relocated their office so admissions now has a staging area for visitors. 15% of students attend a college where they have a personal relationship. 46 EIU students are going to visit their home high schools over Thanksgiving Break.

Three positions in the Admissions office have been filled. One transfer counselor, one Latino counselor in the Chicago area, and one freshman counselor in the Chicago area.

Copy of the newest handout were given to all the Staff Senators. Ms. Miller talked about how everyone on campus can help with recruitment. We have so many campus activities that involve high school students and we need to ensure we reach out to these students.

Admissions has hired a marketing firm to assist in reaching out to high students throughout the state. UMAC works more with the departments on how to recruit for specific programs than to the university. Marketing is going to be more strategic. There are plans to have an enrollment forum in February. More about the marketing plan will be discussed at that time including what specific things departments can do.

Committee Reports:

Peggy Brown discussed information given at CUPB. One big issue is the change in the FLSA law. Anyone that makes \$47,476 per year will now be subject to overtime. This includes ASPs, A&Ps, and Exempt Civil Service. Procedures are currently being worked on by Business Affairs. More information should come out next week. The effective date for this change is December 1st. Business Affairs is trying to ensure that no one is hurt by this change. Possible changes in pay periods was discussed and how benefits would pay was discussed. Changes in Comp Time were discussed as well. Currently an employee can carry 75 hours of comp time. The possible new amount is 240 hours of comp time can be carried over. There are two court cases pending that might delay the implementation of this change.

The Associate Vice President for Enrollment position is at the President/Provost level for review. We should expect a name soon.

Provost Search team met with the Search Firm in mid-October. They are currently writing the ad for the position. The committee will review this. It is hoped that the ad will be posted by 1st of January, review of applicants should be in mid-February with campus interviews in mid-March.

Vitalization teams 1 – 7 should turn in their preliminary reports by November 1st. Committee will review prelim reports. Final reports are due by December 15th. Vitalization teams 8 and 9 reports are due by mid-Spring. These are for academic areas. Faculty Senate has requested to see all preliminary reports.

Constituent Reports:

None

Unfinished Business:

None

New Business:

Updates from President Glassman – covered above

Questions for President Glassman

Send to President Daugherty

Adjournment: Motion to adjourn by Senator Kerz, 2nd by Senator Stone, motion carried. Meeting adjourned at 2:17 pm.

Respectfully submitted, Peggy Brown, Secretary

Next Meeting, Wednesday, December 14, 2016, 7th Street Underground Loft, MLK Union, 1:15 p.m.