



State Universities Civil Service System

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## **Agenda for the Human Resource Directors Advisory Committee Meeting**

***Date: April 29, 2016***

***Time: 10:00 a.m.***

- 1. Welcome and Introductions**
- 2. Update on proposed rulemaking to sections 250.30 and 250.50 of the Code (80 Ill. Adm. Code §250.30 and §250.50)**  
*Update on the status of the proposed rulemaking to sections 250.30 and 250.50 of the Code.*
- 3. Update on Emergency rule to sections 250.110 and 250.120 of the Code (80 Ill. Adm. Code §250.110 and §250.120)**  
*July 29, 2016 end date for emergency rule*
- 4. Discussion and update on proposed rulemaking adding a new section, 250.119 of the Code regarding furloughs**  
*Discussion and update on the proposed rulemaking to sections 250.119 regarding furloughs.*
- 5. Discussion on proposed rulemaking to section 250.110 of the Code (80 Ill. Adm. Code §250.110)**  
*Discussion regarding proposed rulemaking to sections 250.110 regarding discharge.*
- 6. Discussion regarding proposed procedure manual changes**
  - *Salary procedures*
  - *Rule of Three procedures*
  - *Out-of-State procedures*
- 7. Discussion regarding possible statute changes**
  - *Out-of-State recruitment*
  - *HB 6129 -- Veterans preference*
- 8. Biennial Audit Program – Review of Recent Activities**  
*Update on the current biennial audit activities, including a review of recent final audit reports issued.*
- 9. Update on Supported Employees Program New Tracking System**  
*Update regarding new tracking system for supported employees*
- 10. Discussion of custom classes**
- 11. FLSA changes as related to Merit Board Policy Relating to Employee Benefits**

- University System Office will provide draft policy regarding vacation accrual. This topic is in response to the potential change in FLSA exempt designation for positions/employees.

#### **12. Applicant Information from E-Test**

#### **13. Specialty Factors Approval at Campus Level**

- Review of designated Specialty Factors that can be designated at the campus level. This will be in addition to the Specialty Factors already associated with the Custom Classifications.

#### **14. Salary Data System Update**

- Per the January 7, 2016, update on discussion and potential changes to the salary data system and submission policies.

#### **15. Work/Study Committees**

#### **16. Report of the Executive Director – Jeff Brownfield**

- a. Open Meeting Act requirement for the Administrative Advisory Committee and the Human Resource Directors Advisory Committee*
- b. Errors and Omissions Insurance Policy for Merit Board members*
- c. FY 2016 and FY 2017 Budget Updates*
- d. Classification/Examination Update*
- e. Customer Satisfaction Management Plan*
- f. Goals, Objectives and Executive Director Performance Review*
- g. Staff Changes*

#### **17. Other Items as presented**

- Next Meeting – July 29, 2016