

**Council on University Planning and Budget**  
**November 14, 2014**  
**2:30 p.m. – Arcola Tuscola Room**

**Minutes**

Voting Members Present: Ann Brownson, Jack Cruikshank, Steven Daniels, Mona Davenport, Lynette Drake, Dave Emmerich, Melissa Gordon, Thomas Hawkins, Mahyar Izadi, Gloria Leitschuh, Jennifer Monkman, Leigh Moon, Pam Naragon, Harold Ornes, Darlene Riedmann, Kathlene Shank, Grant Sterling,

Absent: Peggy Day, Christine Edwards, Robert Martin, Jonathan McKenzie, Tim Zimmer

Non-Voting Members Present: Judy Gorrell, Blair Lord, Michael Maurer, Paul McCann, Emily Stuby

**1. Call to order & introductions**

Dave Emmerich called the meeting to order at 2:30 p.m.

**2. Approval of minutes for October 10, 2014**

Motion (Cruikshank/Davenport): Approve the minutes as written. The minutes were approved by acclamation.

**3. CUPB Executive Committee Report**

Dave Emmerich reported that the executive committee met to set the agenda and discussed several items: a possible bylaw change relating to student representation, a welcome packet for new members, a calendar of suggested agenda items, and the fact that some members may be reluctant to ask questions in a meeting.

**4. Old Business**

**a. Undergraduate Student Representative**

Student Senate has an undergraduate student who would like to serve on CUPB. The student's name will be put forward and the Senate will vote next week. Discussion then centered on whether or not CUPB should move forward and vote on whether or not to change the bylaws.

Motion (Cruikshank/Davenport): Not to vote on changing the bylaws. Yes: Brownson, Cruikshank, Daniels, Davenport, Gordon, Hawkins, Izadi, Monkman, Moon, Riedemann, Shank; No: Emmerich, Naragon, Ornes. Motion carried.

**5. New Business**

**a. CUPB Welcome Packet**

A committee, consisting of Kathlene Shank, Jack Cruikshank, and Steve Daniels, was formed to develop a welcome packet for new members as they come on board.

**b. CUPB Yearly Calendar**

The Executive Committee recommended that a yearly calendar be developed to include various topics and reports to be included on the agenda so the Council members receive pertinent information. Dave Emmerich distributed a draft of the calendar for discussion. Lynette Drake suggested that input be solicited from various areas on campus to determine the best time for each of them to be on the agenda.

**6. Administrative/Subcommittee Reports**

**a. President's Report – no report**

**b. Vice President for Academic Affairs Report**

Provost Lord reported that the Academic Affairs subcommittee has not met since the last meeting, but Dr. Lord made a presentation on the Tuition Recovery Model (TRM), including the process, guidelines, procedures and responsibilities. The distribution of TRM revenue is made in the fall for the preceding fall, spring, and summer.

**c. Vice President for Business Affairs Report**

Interim VP McCann gave a brief summary of questions raised at the last meeting. The Board of Trustees approved a budget, but at this time the budget is not complete. Currently, there are some unknowns: 1) pension costs may be passed down to us over several years, 2) health care, CMS has no idea about the actual cost, and 3) the status of the temporary income tax. If some of these costs are transferred to the universities, EIU may experience an additional budget reduction.

**d. Vice President for Student Affairs Report**

The Student Affairs subcommittee has not met since the last meeting. Lynette Drake gave a report on the Hunger Challenge, the Toiletry Drive, the Campus Security Report, and Athletics.

**e. Vice President for University Advancement Report**

Steven Daniels gave the report for University Advancement.

Alumni -- Largest 50<sup>th</sup> Reunion in years. Nice dinner for distinguished alumni. Annual Fund next big project is President's year end appeal. CASE Awards for Best Practices in Advance Services. Winner in 3 categories.

Development -- Mini Scholarship Campaign ahead of schedule. Goal of 100 originally by 6/30/17, currently at 81. VP Martin's revised goal is to exceed 100 by the end of FY15. BOT approves naming of FCS Klehm Student Lounge as "Esther Brothers Elmore '40 Klehm Student Lounge for major contribution. First quarter statistics for Development visits: Personal visits 328, First time donor/prospect visits 195, Major Gift Solicitations \$20K+ 43, Solicitation follow ups 49. Working on new Development website to go public in January. The purpose is to inspire more and larger gifts and to thank current donors. Real Panthers Wear Blue Campaign promoting EIU on campus, in town and beyond.

Foundation -- Honorary Lifetime Membership were given to Jack and Sandy Pine and Larry Ankenbrand. Bill Robinson is the new Foundation President.

Marketing and Creative Services / Media Relations -- Main focus is in support of admissions/ student recruitment. Local focus includes Coles County to Effingham to Champaign. Since the last BOT meeting Media Relations has

produced over 85 press releases. Key stories include Robert Holmes and the world's largest privately owned telescope, link between EIU and China and more. We are always looking for great EIU stories. We are available to meet with any faculty or staff to get your great news in the paper.

Governmental Relations -- Congressman Shimkus was EIU "Professor for a Day." Special thanks to Drs. Wandling, Burge and Hendrickson for all their assistance. The Congressman enjoyed speaking to the following classes. American Government and the Constitution class, taught by Dr. Ryan Burge and two combined classes—PLS 1153G, taught by Dr. Burge and PLS 3203, American Foreign Policy taught by Dr. Ryan Hendrickson (to meet in Coleman 2210). Former Governor and EIU alum Jim Edgar is to speak on campus November 11. His presentation -- "From EIU to the Governor's Mansion" -- will address how his education and experiences at Eastern Illinois University helped him achieve the success he has had in life.

## 7. Other

Dave Crockett presented a Facilities update.

ADA Elevator Project: This CDB project to install elevators in SSWB and MacAfee are proceeding. We have a design drawing release delay at the moment but ground breaking is expected in 30 days subject to weather conditions.

Underground Storage Tank Removal: The tanks are removed and repaving the parking lot remains. The lot is fully rocked, compacted, and prepped for the asphalt pavement installation. They are waiting for a few warm days (approx.. 50F + ) to complete the lot surface and restripe the parking spaces and return this as the Visitor lot.

CENCERE Interior and Build Out: The balance of the shell is erected and the HVAC system, the gasifier ventilation fans, and the electrical work is in process. Once these are completed the final ceiling work and flooring will be done.

Physical Science Building Renovations: The North wing restroom renovations are underway on all floors and is approximately 25% complete. Classroom #1040 is complete and Room 1060 is being scheduled for next summer.

Life Science HVAC Re-piping: Re-piping the HVAC has begun. The first phase was to install all new piping, pumps, and controls in the mechanical room and this was completed to start the heating system for the winter. Now we are removing the old AC piping and equipment to get ready to install new before the cooling season starts next March. The system design firm is working on all the construction drawings for the secondary distribution lines on all the floors, classrooms, and offices.

## 8. Adjournment

The meeting was adjourned at approximately 4:00 p.m.

