

**MINUTES**  
**COUNCIL ON UNIVERSITY PLANNING AND BUDGET**  
**January 23, 2004**

**Voting Members Present:**

David Carpenter, Ray Watkins, Joe Heumann, Steve Daniels, Christine McCormick, William Joyce, Nora P. Small, Jocelyn Tipton, Larry Ward, Rodney Ranes, Matt Taggart, Wanda Kay Robinson, Mary Anne Hanner, Allen Lanham, James Johnson, Bill Addison, Glenn Hild, Mahmood Butt, Mark Hudson, Sandy Bingham-Porter, Doug Sloat, Kathy Reed, Michael Hoadley, Gary Reed, Linda Coffey, Joy Craft, Eric Davidson, Lynette Drake, Sheila Baker, Cynthia Nichols, Godson Obia

**Absent:**

Wafeek Wahby, Rose Gong, Pat Fewell, Mike Boorum, Jody Stone, Rick Sailors

**Non-Voting Members Present:**

Julia Abell, Doug Bock, Jeff Cooley, Judy Gorrell, Lou Hencken, Jill Nilsen, Jimmy Shonkwiler

**1. Call to Order & Instructions**

Christine McCormick called the meeting to order.

**2. Approval of Minutes of December 12, 2003**

Motion (Butt/Carpenter): Approve the minutes of December 12, 2003: Motion carried by consensus.

**3. Budget Report from the President**

President Hencken reported that the FY 05 budget recommendations for all of higher education is to be submitted for public review at the February meeting of the Illinois Board of Higher Education (IBHE). The Governor will present his State Budget Address in the latter part of February. March, April, and May will be legislative lobbying time in Springfield, then the legislature approved the budget, and then it goes to the Governor. The Governor can mandatorily veto parts of the proposed budget.

The President announced that he will be forming an ad hoc committee to meet as necessary to receive FY 05 budget updates. The committee will have representatives from the Faculty Senate, Student Senate, Staff Senate, Civil Service Council, and CUPB.

**4. Planning Cycle/Budget: J. Shonkwiler and J. Abell**

FY04: Julia Abell reported that there is no planning being done in FY 04; we are spending our budgets.

FY05: As the President stated, we are awaiting approval of our FY 05 budget from Springfield.

FY06: Julia Abell reported that the vice presidents, deans, and directors have submitted their goals and objectives, and units are preparing planning initiatives for new dollars, then preparation of the FY 06 budget will begin.

## 5. Subcommittee Reports:

a. **External Relations** – Rick Sailors reported that the External Relations Committee (ERC) has confirmed the FY06 Focus Statement as follows.

### **External Relations Focus Statement**

External Relations develops, facilitates, and maintains strong relations with internal and external University constituents to increase public and private resources and enhance the quality of academic programs resulting in increased funding for the University. External Relations heightens the University's state and national image through integrated relationship marketing.

The committee has also drafted a SWOT analysis and will build on the strengths, weaknesses, opportunities and threats defined therein to establish a long-range vision statement and to identify objectives within the framework of the Presidential Goals.

The Committee continues to review and implement specific strategies to maximize operational effectiveness given the limited current resources and with the expectation that there will be little or no positive change in appropriated funding for the near future.

b. **Academic Affairs** – No Report. Bill Addison reported that a meeting is scheduled for February 4.

c. **Business Affairs** – Linda Coffey reported that the Business Affairs Subcommittee met on 1/22/04 and reviewed the director level goals for FY06. These goals are due by the end of January. The next step is to prepare the FY06 initiatives.

d. **Student Affairs** – Eric Davidson reported that the Student Affairs Subcommittee has not met since the December CUPB Meeting. Dan Klingenberg, Director of Textbook Rental, retired 12/31/03, and Carol Miller was appointed interim director. The directors in Student Affairs are reviewing their department plans, updating and preparing initiative statements for 2006 which will be due in March, 2004.

e. **President's Area** – Cynthia Nichols reported that there is no new business since December.

## 6. Executive Committee Report: C. McCormick

Chris McCormick reported that the Executive Committee met on January 16 to set the agenda for the January 23 CUPB meeting. Chris also announced that Gail Richard will be making a presentation following the CUPB meeting of the Presidential Task Force Report which is the task force established to study the impact of Athletics receiving appropriated funding. Chris reported that the Executive Committee decided to make the communication from Les Hyder, IBHE Faculty Advisory Committee member, available on the CUPB website rather than distribute hard copy to the Council. The CUPB response to the NCA questionnaire is also available on the CUPB website. Finally, Chris informed the Council that the FY 03 Internal Budget document is available in the Library at the Reference Desk as well as in the Budget Office and vice presidential offices.

**7. Report of the Legislative Action Team: J. Nilsen, J. Abell**

Jill Nilsen reported that the Governor's Budget Address will be February 18. Eastern Day at the Capitol will be February 19. Anyone interested in volunteering for the CUPB Legislative Action Team should contact Jill Nilsen or Chris McCormick by January 30. An invitation is being extended to alumni in the Springfield area to join the faculty, staff, and students for Eastern Day at the Capitol. External Relations continues to monitor legislation pertinent to Eastern.

**8. Other Business**

None

**9. Adjourn**

Christine McCormick adjourned the meeting at 3:42 p.m..

Gorrell

Judy

Executive Secretary