

MINUTES
COUNCIL ON UNIVERSITY PLANNING AND BUDGET
March 26, 2010

Voting Members Present: Robert Augustine, Roger Beck, Ellen Corrigan, Sarah Daugherty, Mona Davenport, Karen Drage, Cay Kolling, Gloria Leitschuh, Sherry McRaven, Tommy Nierman, John Henry Pommier, Gary Reed, Marcus Ricci, Jenny Sipes, John Stimac, Paul Weber

Absent: Sandra Bowman, Dan Clark, Gene Deerman, Karla Evans, Gary Fritz, Diane Jackman

Non-Voting Members Present: Judy Gorrell, Blair Lord, Paul McCann, Dan Nadler, Bill Perry, William Weber

1. Call to order

Dr. Drage called the meeting to order at 3:00 p.m.

2. Approval of Minutes of February 19, 2010

Motion (Augustine/Stimac): To approve the minutes of the February 19, 2010 meeting as written. The motion passed by acclamation.

3. Budget Update

A one-page budget discussion document detailing the historical budget for FY 2009 and the current budget for FY 2010 was distributed. A comparison of the two fiscal years resulted in an estimated savings this year of \$.51 million in personnel expenditures and an estimated savings this year of \$.51 million in operating expenditures, roughly saving 2% or \$1 million in appropriated and income funds.

4. Executive Committee Report

Dr. Drage reported that the CUPB Executive Committee met to discuss a parking proposal from the Graduate Student Advisory Council that will be referred to Dr. Nadler, the possibility of meetings in the summer months of July and August, cost containment, and to set the agenda for the March 26 meeting.

5. Subcommittee Reports

- a. Presidential Area – No report
- b. Academic Affairs – John Pommier reported the subcommittee met and discussed the budget issues EIU is facing. The monthly payroll is \$7.5 million. Also, the annually contracted faculty contracts will be issued in April.
- c. Business Affairs – No report

- d. Student Affairs – Sarah Daugherty reported that one-third of the books in the Textbook Rental Service (TRS) have been tagged. The ribbon cutting ceremony is scheduled in April, and TRS will complete a test run in the summer. Even though most of the budgets in Student Affairs are ledger 2 budgets, the subcommittee discussed cost containment measures that can be incorporated into the Student Affairs operation.
- e. University Advancement – No report

6. Reports –

- a. Technology Presentation -- Dr. Michael Hoadley gave a presentation of CATS (Center for Academic Technology Support). CATS is a resource center to support academic departments in the use of information and communication technologies. Dr. Hoadley discussed in detail services and resources readily available to the campus. He also discussed some cost saving measures such as adoption of one email system, campus-wide purchases, and development of a technology plan to save money.
- b. Cost Containment (Dr. John Pommier) – Due to time constraints, the cost containment report will be placed on the April agenda.

7. Old Business -- None

8. New Business

- a. Amendment to the CUPB Bylaws – Karen Drage distributed a proposed amendment at the January CUPB meeting with the intent to act on the proposed amendment at the February CUPB meeting. The CUPB Bylaws will be amended as follows: “Vice President for External Relations” to be replaced with “Vice President for University Advancement” throughout the document; and External Relations to be replaced with “University Advancement” throughout the document.

Motion (Pommier/Nierman: To approve the amendment to the CUPB Bylaws. The motion passed by acclamation.

- b. Other -- None

9. Adjournment

Motion (Ricci/Reid: To adjourn. The meeting was adjourned at approximately 4:40 p.m.