

MINUTES
COUNCIL ON UNIVERSITY PLANNING AND BUDGET
October 21, 2011

Voting Members Present: Angie Campbell, Ellen Corrigan, Sarah Daugherty, Adam Dodge, Kimberly Ensign, Mahyar Izadi, Diane Jackman, Jenna Kuehl, Andrew Methven, Cynthia Nichols, John Poshepny, Gary Reed, Steve Rich, Darlene Riedemann, Kathlene Shank, Jenny Sipes, Anita Thomas, Richard Wandling

Absent: Ahmid Abou-Zaid, Roger Beck, Mona Davenport, Cord Hackett, Gloria Leitschuh

Non-Voting Members Present: Amy Edwards, Blair Load, Robert Martin, Michael Maurer, Dan Nadler, William Perry, William Weber

1. Call to Order/Introductions

Richard Wandling called the meeting to order at 8:00 a.m.

2. Approval of Minutes for September 9, 2011

Motion (Izadi/Poshepny) to approve the minutes as written. Motion carried.

3. Executive Committee Report

Steve Rich reported that the executive committee met on Friday 10/14/11 to set the agenda for the October meeting.

4. Sub Committee Reports

President's Report

Approval Process for Spending - Kathleen Shank, representing the Council of Chairs, brought up a need for procedures for processing travel vouchers; the procedure has changed to a double signature process. There seems to be multiple layers that didn't used to be there. Question is: what are all of us functioning under? Bill Weber discussed reimbursements for travel given our current financial situation. The signature procedure has not changed. If a travel application was approved for \$200 and the voucher was \$200 or less then no second signature is required. However, due to current cash flow issues, the vouchers will need the second signature. General rule is: travel vouchers disbursement requires VP approval.

President Perry: For the last 2 years, new hires must be approved by the president although some faculty approval has been moved to the Provost. President's memo issued to the campus 2 years ago regarding expenditures has not changed.

Legislative Update – President Perry reported that the veto session focus has been pension funding and this unfunded liability.

Performance based funding – President Perry reported that a steering committee has been formed and has met three times. They are discussing measures to be used; report due out by end of December.

VPBA report

Budget - Bill Weber reported that Eastern is still owed \$12.1 million from the state for FY11. Eastern received about \$8 million in the last 2 weeks from the state and is still promised the balance by the end of December. Other universities are owed similar amounts. The State of Illinois remains current on appropriations for FY12. Eastern built its budget on a 3% enrollment drop. The enrollment decrease was higher than 3% so the budget has been trimmed to account for the additional decline (approximately \$1.6 million trimmed). No signs on the horizon that the state won't pay past appropriation because they think Universities seem to be getting by without it. President Perry mentioned that the State realizes Universities are surviving because they are moving money around – not because we don't need it and that this is not sustainable long-term.

Strategic Planning – Bill Weber reported that Eastern is in the 4th stage (Vision) of strategic planning. A vision conference was held September 27 with approximately 60 attendees. The attendees consisted of the strategic planning steering committee (Roger Beck represents CUPB), campus governance groups, campus leaders and community leaders. Recordings of discussions are posted on the strategic planning website. Outcomes of the vision conference have been used to craft a new vision statement for the University and a new draft was distributed to the group. The draft has been discussed with governance groups and in open sessions on campus. Comments from the discussions revealed that Eastern's vision needs to include the following: a clear, concise, memorable vision statement; our scope and reach are beyond regional; the importance of personal connections of students with faculty and staff. The vision statement will be used in stage 5 (goals). There will be a goals conference held on campus November 1 with approximately 75-80 campus participants. The participants will include those who will be instrumental in implementation, such as vice presidents, deans, directors, campus governance groups and the strategic planning steering committee. The goals conference will produce an outline of goals and specific actions. The information will be vetted with the campus and presented to the Board of Trustees at their January 2012 meeting.

Facilities Report - Gary Reed reported that 400-500 people attended the Renewable Energy Center Grand Opening on October 7. Due to continued construction, they are holding on planning for organized tours until after Thanksgiving. Contact Gary Reed personally to arrange organized tours. Work for drainage issues in the center of campus will be bid this November; work will be done next summer. ADA capital projects include elevators for MacAfee and the Student Services Building. HVAC improvements are planned for the Life Science Building and Coleman Hall. Lantz is getting main concourse restroom upgrades. Concourse is getting a renovation schedule to be complete at Christmas. They are also planning for Physical Science renovations. Track and turf replacement planned for June 2012. They are interviewing for upgrading from locks to electronic security entry. There are plans for 4th street pedestrian crossing upgrades. Concerns were raised about 9th street crosswalks. Bill Weber mentioned that 4th and 9th are city streets and upgrades must be coordinated with the city. EIU has met with city officials to put these issues on their radar. He added that possible upgrades to 4th street include elevating crosswalks and adding in-pavement lighting to alert drivers of pedestrians. Crosswalks have been re-striped on 4th street and should be more reflective. John Poshepny mentioned that lighting on 4th street is a concern and Gary Reed mentioned that they are working on improving current lighting. Any concerns should be forwarded to Facilities Planning and Management.

VPAA report

Recruitment Efforts - Blair Lord reported that Eastern acquired 60,000 names independent from the ACT list. The list will be used to make direct contact to prospects for enrollment. November 2 is CHS 2 EIU, an effort to make direct contact with juniors and seniors at CHS and bring them to campus. Currently, this is just for CHS; if it is successful and can be replicated we would like to extend it to other high schools. Eastern has secured Noel Levitz as a consultant to aid us with general recruitment activities.

VPUA Report

Capital Campaign Update - Robert Martin reported the Capital Campaign is slightly ahead of last year's pace. Eastern is at 93.4% of its goal. We had a very successful faculty/staff campaign; a 75% improvement over last year. Renewable energy center grand opening provided great publicity for Eastern. They are working on grants with Bob Chesnut.

VPSA Report

Outdoor Digital Displays - Dan Nadler reported that he met with external constituents and various campus groups, including Student Senate, Faculty Senate, Student Government, Civil Service Council, and CUPB. The feedback has been overwhelmingly positive and he hasn't heard a lot of negative. Student Senate approved a Resolution supporting the Outdoor Digital Displays. No final decision has been made regarding the outdoor digital displays.

Student Affairs subcommittee - Sarah Daugherty reported that Family weekend went well and Homecoming activities are going well. The Patio for Java Bean is open now. A candy drive for veterans is currently in progress. The Community Service office is doing a lot of things. Sunday after Homecoming student groups will clean up the community. Financial aid awareness is being increased to students.

Ad-Hoc Committee Report: Cost Containment - No report

5. **Old Business** – None
6. **Other** – None
7. **Adjournment** - (Shank/Poshepny) The meeting was adjourned at 8:55 a.m.

Submitted by:
Amy Edwards