

Council on University Planning and Budget  
March 4, 2022  
2:00 p.m. – Room 4440 Booth Library  
Minutes

Voting members present: Mark Bluhm, Katie Caulkins, Jon Coleman, Mona Davenport, Ben Drake, Daylea Ethridge, Kristina Keck, Amber May, James Ochwa-Echel, Gopal Periyannan, Jody Stone, Rebecca Throneburg, Vernon Woodley, Tim Zimmer

Absent: Gurkan Akalin, Todd Bruns, Devin DeBoth, Laretta Henderson, Bobbi Kingery, Mike Murray, Isaac Slaven

Non-voting members Present: Anne Flaherty, Jay Gatrell, Judy Gorrell, Paul McCann, Sean Reeder, Ken Wetstein

1. **Call to order and introductions** – Amber May called the meeting to order at 2:04 p.m
2. **Approval of minutes for February 4, 2022**- Motion (Drake/Davenport): to approve the minutes as written. Yes: Bluhm, Caulkins, Coleman, Davenport, Drake, Ethridge, Keck, May, Ochwa-Echel, Periyannan, Stone, Throneburg, Woodley, Zimmer; No: None; motion carried.
3. **Planning and Budget Report**
4. Dean Hendrickson gave a financial status update on the Graduate School. He shared a few budgets, which include a \$20,000 operating budget, an assistantship budget of \$1,462,000 and a Graduate Student Advisory Council budget of \$11,132, which comes from student fees. Graduate School also has a Student Support Budget of \$11,560 that is used to fund the Williams Travel Award, which assist students with travel money for conferences. Dean Hendrickson shared the enrollment for the Graduate School is currently 1,770 students, with 577 international students. There are 19 fully online programs, which 40% of the students are enrolled in. The accelerated graduate program, which enables students to start during their undergraduate studies, has 15 programs with 24 total students enrolled.
5. **CUPB Executive Committee Report** - Amber May reported the Executive Committee met via email to set the agenda.
6. **New Business**
  - a. Administrative/Subcommittee Report
    - i. **President Administration Report**– No report.
    - ii. **Vice President for Academic Affairs** – Dr. Gatrell shared that the search for a new dean of the College of Health and Human Services is underway, and candidates were recently

on campus. There has been a revision in the masking policy, which requires masks to be worn only in registrar-scheduled classes.

- iii. Vice President for Business Affairs – Mr. Reeder gave an update of the ongoing projects on campus. Renovations to the Booth Library steps will begin in May; McAfee is waiting on their last repair pieces to fix the clock; the Life Science Building is partially complete only having the second floor left; the basketball locker room is complete; and the new Science building is in the early design stage. Mr. McCann gave an update of the line item status report.
  - iv. Vice President for Student Affairs – Dr. Flaherty shared that the student affairs budget is on target for the remainder of the year. There are several open positions in student affairs, which are beginning to be filled. The Student Advisory Committee is proposing a \$1 increase in student fees.
  - v. Vice President University Advancement – Dr. Wetstein shared an update of the Advancement budgets. Currently the VPUA operating and Alumni Services budgets are slightly over budget. Development, Annual Fund and the Commencement budgets are all currently under budget. He gave an update of donors and dollars. As of February there were 3,404 donors, which is down 7% from last year. However, dollars are currently up, totally \$6.17 million which includes some significant planned gifts. Lastly, Annual Fund is currently working on some targeted campaigns, and an alumni event was recently held in Arizona that included donor visits.
7. **Adjournment** – The meeting was adjourned at 2:55 p.m.