

Council on University Planning and Budget
September 12, 2014
2:00 p.m.
1895 Room

Minutes

Voting Members Present: Ann Brownson, Jack Cruikshank, Steven Daniels, Lynette Drake, Christine Edwards, Dave Emmerich, Melissa Gordon, Mahyar Izadi, Gloria Leitschuh, Jonathan McKenzie, Leigh Moon, Jennifer Monkman, Pam Naragon, Harold Ornes, Kathlene Shank, Tim Zimmer

Absent: Mona Davenport, Peggy Day, Darlene Riedmann, Grant Sterling,

Non-Voting Members Present: Judy Gorrell, Blair Lord, Robert Martin, Paul McCann,

1. Call to order & introductions

Dean Lanham called the meeting to order at 2:00 p. m. with introductions of council members.

2. Approval of Minutes for May 2, 2014

Motion (Shank/Edwards): Approve the minutes as written. The motion carried by acclamation.

3. New Business

- a. Election of Chair of Council – Dave Emmerich was nominated (Edwards) to serve as Chair. The vote was unanimous.
- b. Election of Executive Committee
 - i. Academic Affairs – Grant Sterling asked to be considered as the Academic Affairs representative on the Executive Committee, and he was elected;
 - ii. Student Affairs – Pam Naragon was nominated (Drake) and was elected as the Student Affairs representative;
 - iii. University Advancement – Jonathan McKenzie will serve as the University Advancement representative;
 - iv. Student – Jack Cruikshank volunteered to serve as the student representative;
 - v. Dean/Chair – Kathlene Shank volunteered to serve as the Chair representative on the Executive Committee; and
 - vi. At large – Christine Edwards was nominated (Cruikshank) and will serve as the at-large representative.

- c. Election of Budget Transfer Committee -- The following people volunteered to serve on the Budget Transfer Committee: Gloria Leitschuh, Steven Daniels, Melissa Gordon, Tim Zimmer, and Lynette Drake.
- d. CUPB Subcommittees for 2013-2014: Academic Affairs – Mahyar Izadi, Gloria Leitschuh, and Jack Cruikshank; Business Affairs -- Dave Emmerich, Tim Zimmer, Kathlene Shank, and Melissa Gordon; Student Affairs -- Pam Naragon, Lynette Drake, and Jennifer Monkman; University Advancement – Jonathan McKenzie, Ann Brownson, Thomas Hawkins, and Steven Daniels; President’s Area – Leigh Moon, Harold Ornes, Christine Edwards, and Grant Sterling.
- e. Approval of 2014-15 Meeting Calendar

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|--------------------|---------------------|-----------|
| October 10, 2014 | 1895 Room | 2:30 p.m. |
| November 14, 2014 | Arcola-Tuscola Room | 2:30 p.m. |
| December 12, 2014 | 1895 Room | 2:30 p.m. |
| January 16, 2015 | 1895 Room | 2:00 p.m. |
| February 20, 2015 | 1895 Room | 2:00 p.m. |
| March 13, 2015 | Arcola-Tuscola Room | 2:00 p.m. |
| April 10, 2015 | Arcola-Tuscola Room | 2:00 p.m. |
| May 8, 2015 | 1895 Room | 2:00 p.m. |
| June 12, 2015 | 1895 Room | 9:00 a.m. |
| July 10, 2015 | TBD | 9:00 a.m. |
| August 14, 2015 | 1895 Room | 9:00 a.m. |
| September 11, 2015 | 1895 Room | 2:00 p.m. |

Motion (Shank/Zimmer) to approve the meeting calendar.

Amendment to the motion (Brownson/Leitschuh) To change the beginning time of the October, November, and December meetings to 2:30 p.m.: Yes -- Brownson, Cruikshank, Daniels, Drake, Edwards, Emmerich, Gordon, Hawkins, Izadi, Leitschuh, McKenzie, Monkman, Moon, Naragon, Ornes, Shank, Zimmer. Amendment carried.

The motion was approved by acclamation.

4. Old Business

There was no old business.

5. Other Business

Mr. Zimmer gave a Facilities Update: ADA project upgrades – Capital projects, elevators to Student Services Building and McAfee Gym; Ford Hall – complete remodel, new restroom; HERC to Booth House – new windows and siding (anticipate can be used for another 20 years); X lot – tanks removed, test found contamination in soil; Physical Science – bathrooms; and Life Science – heating and air.

6. Administrative Reports

- a. President Administrative Report – no report.

- b. Vice President of Academic Affairs Administrative Report – Provost Lord reported that enrollment is down. Mr. Chris Dearth has been hired and is on board as the new Director of Admissions. The Provost suggested that he bring Mr. Dearth and Dr. Mary Herrington-Perry to a CUPB meeting to make an Enrollment/Admissions Report.
- c. Vice President of Business Affairs Administrative Report – Interim VP McCann reported that Ms. Kay McElwee is the new Director of Purchasing. He also reported that we continue to have significant problems with the procurement process. SB51 put more layers in the procurement process and complicates our ability to purchase locally.
SB5491 has passed, and will go into effect January 2015. It will restrict our ability to negotiate contracts. ITS is moving to Office 365 for faculty and staff, and this move will save the university \$100,000. Business Affairs is still in the process of searching for a Safety Officer to replace Gary Hanebrink.
- d. Vice President of University Advancement Administrative Report – VP Martin reported on the the areas within University Advancement.
Development: Fourth consecutive record setting year in fundraising, over \$16.7 million raised in gifts, pledges and planned gifts for FY14, largest one time contribution of \$3.68 million received, within 43 days of largest gift being received EIU had a new record \$5 million pledge, \$6.8 million in cash gifts a 79% increase over last year’s cash gifts, team had 1,345 team donor visits, team conducted 767 first time donor/prospect visits, 14% increase over last year, mini Campaign for Scholarships, Goal 100 by 6/30/17, significantly ahead of schedule with 81 scholarships to date, 51 endowed and 30 annual established in the first year and a half valued at just over \$20 million, and last four years average contributions totals of over \$14 million a year are over 3 and a half times greater than previous decade’s average.

Alumni Services: Held 31 Alumni events including St. Louis, Naples, Dallas, Springfield, Chicago and Phoenix, sent an issue of Alumni Magazine to donors at \$100 and above, started award winning crowd funding program, annual Fund increased President’s Society gifts (\$1,000+) by 8% to 681.

Marketing, Communications and Web Team: Three projects won UCDA (University and College Designers Association) National Awards of Excellence: Autism Crowdfunding video, President’s Online Annual Report and Experience EIU video, nearly 100 press releases issued not including over 300 “Hometowns,” Facebook page likes increased to 22,529. Twitter followers jumped to 7,709.
- e. Vice President of Student Affairs Administrative Report – no report.

7. New Business

Dr. Shank informed the Council that she would like to see a more thorough report on the Budget. Provost Lord responded that Dr. Perry does intent to provide a report at the next meeting.

8. Adjournment

Motion (Daniels/Cruikshank) to adjourn.

