

Council on University Planning and Budget  
January 20, 2017  
2:00 p.m. –1895 Room  
Minutes

Voting Members Present: Peggy Brown, Ann Brownson, Lauren Clapp, Jack Cruikshank, Steven Daniels, Mona Davenport, Eric Davidson, Sace Elder, Richard England, Ericka Harris, Ryan Hendrickson, Gloria Leitschuh, Jonathan McKenzie, Leigh Moon, Michelle Morgan, Pamela Naragon, Kathlene Shank, Melody Wollan, Tim Zimmer

Absent: Melissa Caldwell, Joann Daugherty, Japhun Mays, Jemmie Robertson

Non-Voting Members Present: Lynette Drake, David Glassman, Judy Gorrell, Blair Lord, Paul McCann

Guests Josh Norman, Kalyn Hayslett

1. Call to order and introductions of visitors  
Kathlene Shank called the meeting to order at 2:00 pm. She informed the Council she will be leaving for a portion of the meeting, and Jack Cruikshank will chair the meeting in her absence.
2. Approval of minutes December 9, 2016  
Motion (Brownson/Daniels) To approve the minutes as written. Motion was approved by acclamation.
3. CUPB Executive Committee Report  
The Executive Committee discussed two items: the yearly calendar, and it will be adjusted to have no more than one report a month with time limits, and the monthly meetings will be approximately two hours in length and will follow *Robert's' Rules of Order*.
4. Old Business  
As a follow-up from a prior meeting, the VPSA subcommittee should brainstorm on Student Engagement.
5. Yearly Calendar Report  
Mr. Josh Norman is the new Associate Vice President for Enrollment Management, and he presented an Enrollment Management Report. Mr. Norman reported that Enrollment Management is engaging in several initiatives, such as enabling EIU advocates, purchasing names from ACT/College Board late in the cycle, doing college specific events, and targeting purchased names of students of alums and employees with who have not applied.
6. Administrative Reports
  - a. President  
The President's Area Subcommittee met, and Leigh Moon reported that the group discussed the financial reports and the Athletic Vitalization recommendations.

President Glassman provided an update of Springfield. He has been back in Springfield and talking to legislators, and he reported a sense of optimism in Springfield. There are 14 bills coming out of the Senate for a complete FY 17 budget, and the Senate believes the bills will be approved through bipartisan votes. The Senate bills are written to fund higher education to the FY 15 rate which would be approximately an additional \$10M to EIU. The current House bill is another stop gap bill which would give approximately \$5M additional dollars to EIU.

President Glassman reported that the Vitalization recommendations from Workgroups 1-7 came forward and there is a lot of discussion from all areas on campus. Much of the focus is on academic programs, but Vitalization is much more. The other six Workgroups presented recommendations as well. Dr. Glassman is encouraging people to talk about Vitalization as a whole and to change the dialogue to emphasize the many things that we are doing to reach more students.

b. Provost and Vice President for Academic Affairs

Dr. Lord reported that the 10-day numbers for spring will be available on Monday. In the fall we were down by 13%, and currently we are at a higher decrease than anticipated due in part to a large December graduation. Fall 2017 admits are down considerably, transfer numbers are not down as much as anticipated, and graduate international student enrollment is up. Dr. Lord noted that we need to focus on yield initiatives.

The Board of Trustees will be voting on a new Criminal Justice program at their meeting next week, and Dr. Lord reported the MS in Special Education will be completely online for Fall 2017.

The VPAA subcommittee had nothing to add.

c. Interim Vice President for Business Affairs

Paul McCann reported the subcommittee did meet. EIU is moving towards a balanced budget for FY 17, and the unobligated balance is positive at November 30. Mr. McCann reported that we continue to pressure the State for additional funding.

d. Interim Vice President for Student Affairs

Erica Harris reported that the VPSA subcommittee did meet, and she informed the Council that they need to watch the Student Union budget and the Student Health Insurance budget. Those budgets may need to be restructured, or the fees may need to be changed. The Student Union fee was increased last year. The Student Insurance Fee or premium has not increased in ten years, and the number of claims is increasing. Students pay the premiums, and they can choose to opt out. Ninety eight percent (98%) carry student insurance. Student Affairs also held a mini Debut that attracted more than 175 students.

e. University Advancement

Lauren Clapp reported that the VPUA subcommittee met and discussed the marketing RFP and the ongoing marketing initiatives, Alumni events during the next

couple of months, and the search for a new development officer. The subcommittee is waiting to see what mid-year budget reports Mr. McCann develops.

7. Member/Constituent Items -- Engagement of Student  
(See Old Business)
8. New Business  
None
9. Adjournment  
Meeting adjourned at 3:10 pm.