

Council on University Planning and Budget
February 8, 2019
2:00 p.m. – Booth Library, Room 4440
Minutes

Voting Members Present: Mark Bluhm, Todd Bruns, Rebecca Cash, Eric Davidson, Christopher Dixon, Kirstin Duffin, Sace Elder, Richard England, Ryan Hendrickson, Gloria Leitschuh, James Ochaw-Echel, Leigh Moon, Westley Wright, Tim Zimmer

Absent: Angela Anthony, Ranadeep Reddy Basani, Peggy Brown, Steven Daniels, Mona Davenport, Ramey Martin, Steve Rich, Jody Stone, Melody Wollan

Non-Voting Members Present: Lynette Drake, Jay Gatrell, David Glassman, Judy Gorrell, Paul McCann

1. **Call to order and introductions** – Rebecca Cash called the meeting to order at 2:00 p.m. Guests: Analicia Haynes, Chris Mitchell, Zach Newell, Arlene Brown
2. **Approval of Minutes for January 18, 2019** – Motion (Zimmer/Dixon): Approve the minutes as written. The motion carried by acclamation.
3. **Planning and Budget Reports**

Mr. Zachary Newell, Dean of Library Services – The Booth Library budget update covered the three major categories of spending which are materials, operations, and personnel. The total amount of spending on materials was \$1,185,800.00 with 56% being periodicals including 84 database subscriptions, 25% being books, and 19% being standing orders. The materials budget also covered the Consortium of Academic and Research Libraries in Illinois (CARLI) membership fee, CARLI I-Share Assessment, and Electronic Resource: SFX, totaling \$55,019.71. FY19 budget allocation for operations was \$237,320.14 with \$183,131.44 already spent. Contractual payments accounted for 55% of spending. The personnel budget has experienced a three-year reduction of \$1,096,069.43 from \$3,115,758.19 in FY15 to \$2,019,688.76 in FY18. The personnel budget for FY19 is \$1,919,622.00. Challenges facing the Booth Library moving forward are material inflation, updates and new spaces, and new innovations.

Mid-year budget status:
President's area – Didn't really discuss.
VPAA – No concerns currently.
VPBA – Trending towards the black.
VPSA – The budget is on track.
VPUA – The President has no major concerns.

4. **CUPB Executive Committee Report** – Rebecca Cash reported that the Executive Committee met and discussed guests for upcoming meetings.

5. New Business

a. Administrative/Subcommittee Reports

i. President Administrative Report

Sace Elder reported that the President's subcommittee met. Dr. Glassman provided the subcommittee with a Springfield update and discussed the minimum wage bill. Two thousand bills have been proposed and Katie Anselment, our legislative liaison, is watching all of the bills.

ii. University Advancement

Ryan Hendrickson reported that an alumni event is scheduled in Arizona. A new issue of *Forever EIU* is available. Alumni Affairs is updating alumni information. Dr. Glassman informed the subcommittee that the search for the VP of University Advancement was failed.

iii. Vice President for Academic Affairs

The subcommittee discussed concerns about sustainability of overloads currently paid from local orgs. Dr. Gatrell announced that the new dean for the College of Health and Human Services has been hired and will assume her position on July 1, 2019. The search for a new dean of the Lumpkin College of Business and Technology is on-going. The Redden grants are moving to a block grant to allow the deans more flexibility.

iv. Interim Vice President for Business Affairs

VP McCann distributed the Line Item Status Report as of January 31, 2019. He is concerned about the personal services line item, and it will probably be over-budget at year-end.

v. Interim Vice President for Student Affairs

The subcommittee met and discussed the Textbook Rental Service survey, the Housing room and board rates compared to other Illinois universities, and career outcomes.

6. Adjournment – Motion (Dixon/Elder): To adjourn. The meeting was adjourned.