

**Council on University Planning and Budget**  
**May 8, 2015**  
**2:00 p.m. – 1895 Room**

**Minutes**

Voting Members Present: Dominic Baima, Jack Cruikshank, Steven Daniels, Mona Davenport, Lynette Drake, Dave Emmerich, Melissa Gordon, Mahyar Izadi, Leigh Moon, Harold Ornes, Kathlene Shank, Grant Sterling

Absent: Peggy Day, Christine Edwards, Thomas Hawkins, Gloria Leitschuh, Jonathan McKenzie, Jennifer Monkman, Pamela Naragon, Darlene Riedemann, Tim Zimmer

Non-Voting Members Present: Judy Gorrell, Blair Lord, Robert Martin, Michael Maurer, Dan Nadler, William Perry, Emily Stuby

**1. Call to order & introductions**

Dave Emmerich called the meeting to order at 2:00 p.m.

**2. Approval of minutes for April 17, 2015**

Motion (Shank/Cruikshank): The minutes were approved by acclamation.

**3. CUPB Executive Committee Report**

The CUPB Executive Committee met to set the agenda for the May meeting and to re-work the Technology Report to include the suggested changes.

**4. Old Business**

a. CUPB Welcome Packet – Jack Cruikshank, Kathlene Shank, and Pam Naragon provided a copy of the Welcome Packet that will be given to each member as he/she is appointed to the Council. The Executive Committee will give the packets to the new members. Kathlene Shank would like for the President to do a 360<sup>o</sup> video to be view by the membership as well. Lynette Drake thanked Jack for his work.

b. Remaining Reports on Revenue Generating Ideas – Kathlene Shank presented a report on Branding, Licensing, and Affinity Revenue Generating ideas. The report is unofficial until Christine Edwards and Dominic Baima have an opportunity to review the report. The committee interviewed Mitch Coe of the Bookstore, Mark Bonnstetter of Athletics, Stacia Lynch of Marketing and Creative Activity, and Steve Rich of Alumni Services to learn what they do and the types of revenue generated. Currently we pay for the license and then get money back with 20% going to scholarships and 80% going to athletics. Some suggestions included: make website

more glitzy and navigable, licensing of Forever EIU and Future Panther items, bundling, Red Box, and rotating local restaurants through the meal plan. A copy of the report is attached.

- c. EIU Technology Review – Dave Emmerich provided an updated draft of the Technology Report that had the two sentences re-worked: 1) Although the resulting new position could incur additional costs for EIU, it is expected the reorganization off areas would make up for those costs due to improved efficiencies and reduced duplication, and 2) Specialized technology personnel on campus that work in departments that have specific technology needs should be evaluated to determine whether a consolidation would be feasible in these areas.

Motion (Shank/Cruikshank): To approve the redraft and provide the document to the current president and then the Executive Committee should give the new president a copy of the document as well. Yes: D. Baima, J. Cruikshank, S. Daniels, M. Davenport, L. Drake, D. Emmerich, M. Gordon, M. Izadi, L. Moon, H. Ornes, K. Shank, G. Sterling. Motion carried.

## 5. New Business

- a. Agenda items to carry forward: administrators to faculty ratio, bylaw revision regarding budget transfer subcommittee, revenue generating ideas, update on 2.25% budget reduction, update on Technology Report, and follow up on Welcome Packet.

## 6. Administrative/Subcommittee Reports

- a. President – Dr. Perry thanked members of the Council for their work, “You are a great group, and I wish you all the best for the summer.”
- b. Vice President for Academic Affairs -- Dr. Lord reported that the Academic Affairs subcommittee met and the meeting was an “end of the year” catch up. The subcommittee discussed the 2.25% reduction, staffing plans for Academic Affairs, information provided on the Capitol Fax regarding the FY16 budget, and Dr. Lord also reported that freshman deposits and orientation reservations are up. Graduate admits and enrollees and transfers are slightly behind last year, and international numbers remain strong with an increase of 32 admits. When asked about overall enrollment for the fall, Dr. Lord noted that our numbers will be down because even though our numbers may be slightly increased, we are graduating more students than we are admitting. When our number of graduates decreases and if we have an increase in the number of freshmen admits, transfers, graduate students, and international students, our enrollment will begin to increase.

- c. Vice President for Business Affairs -- Dave Emmerich reported that the Business Affairs subcommittee met on Wednesday and discussed the administrator to faculty ratio. According to the Auditor General, an administrator is one who appears on the organizational chart and has people report to them. A link to the website for the information is <http://www.auditor.illinois.gov/audit-reports/performance-special-multi/performance-audits/2013%20releases/13-il-public-universities-full.pdf>. The question was raised about the breakdown of the administrators by area. The subcommittee also discussed the 2.25% reduction.
- d. Vice President for Student Affairs – no report
- e. Vice President for University Advancement – no report

**7. Other**

- a. Facilities Report – No one from facilities was in attendance, but Dave Emmerich reported that the elevator work in the Student Services Building will resume on Monday, and the elevator work in McAfee will begin in late May.

**Adjournment**

The meeting was adjourned at 2:45 p.m.