

Revised
Council on University Planning and Budget
October 5, 2018
2:00 p.m. – Arcola-Tuscola Room
Minutes

Voting Members Present: Mark Bluhm, Peggy Brown, Todd Bruns, Rebecca Cash, Steven Daniels, Mona Davenport, Eric Davidson, Christopher Dixon, Kirstin Duffin, Sace Elder, Richard England, Ryan Hendrickson, Jeannie Ludlow, Ramey Martin, Leigh Moon, Steve Rich Jody Stone, Melody Wollan, Westley Wright, Tim Zimmer

Absent: Angela Anthony, Ranadeep Reddy Basani, Gloria Leitschuh

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

1. **Call to order and introductions** – Melody Wollan called the meeting to order at 2:00 p.m.
2. **Approval of Minutes for September 7, 2018** – (Zimmer/Brown): To approve the minutes as published. The minutes were approved by acclamation with one abstention, Todd Bruns.
3. **Planning and Budget Reports:**
 - a. **Graduate School**

Dean Hendrickson gave a presentation on the Graduate School. After outlining the Graduate School Staff, Dean Hendrickson spoke about the increase in enrollment from 2017 to 2018. Dean Hendrickson described numerous Graduate School promotion activities, including the Diversifying Faculty in Illinois Fellowship, the Graduate Student Advisory Council (GSAC), Tree Campus USA Distinction, the “EIU Innovate” Podcast, and The Alumni-Graduate Student Mentoring Program. In addition, he spoke about the accelerated graduate programs offered and the short and long-term benefits of these programs. He concluded his presentation with information regarding the budget areas for the Graduate School.
 - b. **FY18 and FY19 Budget Updates**

Interim VP McCann distributed material and discussed the FY18 actual budget through June 30, 2018. He also distributed and discussed a FY19 preliminary budget through September 30, 2018. He distributed a chart of FY19 appropriated expenditures showing 76% is for personnel costs and 24% is for operating expenditures. Additionally, he provided a graph of the General Revenue and Income Fund depicting Tuition-Net and State Funding money for FY02 through FY19.
4. **CUPB Executive Committee Report** – Melody Wollan reported that the Executive Committee met on September 27 to set the agenda and oriented the new members to the executive committee and CUPB.

5. **New Business**

a. **Discussion of Proposed Bylaw Changes**

Melody Wollan briefly discussed each of the proposed bylaw changes.

Motion (England/Brown): To approve the changes as published. Motion was approved by acclamation.

Motion (Daniels/Bruns): Change college membership to include two from CLAS.

Kirstin Duffin noted that she was elected to serve in the Library/Media position. She further noted that Media Services was dissolved several years ago and should be removed from that faculty-designated position. These changes will need to be addressed at a future CUPB meeting.

6. **Administrative/Subcommittee Reports**

a. **President Administrative Report**

Dr. Glassman encouraged people to read the State of the University address if they were not able to attend the event on October 3. A few projects on campus are underway, such as the facade on the University Union. . Homecoming is coming up on October 19-20.

b. **Vice President of Academic Affairs Administrative Report**

The subcommittee met and discussed ledger 2 excess funds, the FY18 actual budget, and the plan for filling vacancies in Academic Affairs.

c. **Interim Vice President of Business Affairs Administrative Report**

The subcommittee met and discussed several items: several capital projects are underway. Several performance funding meetings have been held. The Procurement staff have been attending meetings regarding diversity issues in procurement.

Approximately \$350,000 has been swept from local funds (excess funds) and put into the income funds for reallocation. Prior to 1996 excess funds were sent to Springfield, and we essentially lost the money. Beginning in 1996 we are able to put the excess funds into our income fund.

d. **Interim Vice President of Student Affairs Administrative Report**

Dean England reported that the subcommittee met and learned a lot about the workings of Student Affairs. Interim VP for Student Affairs, Lynette Drake, discussed several upcoming activities. The Blue BQ for the faculty and staff of EIU is scheduled on October 17 beginning at 11:00 a.m. in McAfee. The flu clinic is scheduled for October 23.

e. **University Advancement Administrative Report --**

The President announced that the search is underway for the vice president of University Advancement

7. **Adjournment** – Motion (Hendrickson/Ludlow): To adjourn. The meeting was adjourned at 3:52 p.m.