

Council on University Planning and Budget  
Agenda – November 6, 2015  
2:00 p.m. – 1895 Room

Minutes

Voting Members Present: Dominic Baima, Ann Brownson, Melissa Caldwell, Mona Davenport, Lynette Drake, Dave Emmerich, Richard England, Thomas Hawkins, Gloria Leitschuh, Leigh Moon, Allison Moran, Pamela Naragon, Shawn Peoples, Darlene Riedemann, Jemie Robertson, Kathlene Shank, Tim Zimmer

Absent: Steven Daniels, Rachael Johnson, Jonathan McKenzie, Billie Rawlings, Leah Reynolds

Non-Voting Members Present: David Glassman, Blair Lord, Robert Martin, Paul McCann, Dan Nadler

Guests: Mark Hudson

1. Call to order & introductions – David Emmerich called the meeting to order at 2:03 pm.
2. Approval of Minutes for October 9, 2015 – Motion by Pamela Naragon and second by Lynette Drake to approve the minutes. Minutes were approved by acclamation.
3. Executive Committee Report – David Emmerich reported the Executive Committee met and, per the yearly calendar, the Housing and Dining report had been placed on the agenda.
4. Old Business
  - a. Revenue Generating Ideas – The previously formed ad hoc subcommittee convened to group the previous year’s revenue generating ideas by vice-presidential area so the regular subcommittees could continue to explore opportunities. A list of the ideas and their respective areas was provided to all committee members by email. The subcommittees are to provide status updates at the February 2016 CUPB meeting.
5. New Business
  - a. Time Change Request – A CUPB member had requested the meeting time be changed from 2:00 to 2:30 to accommodate the member’s teaching schedule. However, the committee member withdrew the request due to a

change in his spring semester teaching schedule. Meetings will continue to meet at 2:00 pm.

6. Administrative/Subcommittee Reports

- a. President Administrative Report – President David Glassman reported that he along with 7 other Illinois university presidents met with lawmakers (both republican and democrat) to discuss the status of the state’s budget and funding for higher education. The following day, the same presidents, along with Illinois community college presidents, met with Governor Rauner in groups of 6 for 45 minute increments. It appears government officials are aware of the issues that a lack of a budget and appropriations is having on the institutions, but other political issues are preventing the passage of a state budget.

It was noted that various constituencies are reaching out to lawmakers regarding the budget crisis. Some EIU students were in Springfield simultaneously with President Glassman’s visit. These students, along with student representatives from the other state schools, were meeting with senators and representatives from their home districts to convey their concerns about the crisis.

Spring MAP funding was discussed and EIU plans to cover those funds again for students. The funds are applied directly to the students’ tuition bills. Kathlene Shank indicated that she had met with 2 advisees who were concerned they would not receive their MAP funding for the spring, and asked how the university was communicating this information to students. Paul McCann said the only communication right now was the credit to the students’ tuition bills. Dominic Baima suggested having a town forum for students with President Glassman and VPBA McCann so the students could be informed of the MAP funding status as well as other issues around campus.

- b. Vice President of Academic Affairs Administrative Report – Blair Lord reported the VPAA subcommittee had met and reviewed the recruitment plan that Admissions had created during the summer. The subcommittee also discussed reduction of expenses in Academic Affairs that had yet to be achieved.
- c. Vice President of Business Affairs Administrative Report – Paul McCann reported the VPBA subcommittee had met. The annual financial audit was progressing. Budgets should be posted to Banner by the middle of next week. VPBA McCann also discussed the downgrading of the university’s credit rating by Moody’s. The effect of the downgrade is currently minimal due to the type of debt EIU currently holds.

VPBA McCann discussed the Affordable Care Act which has a compliance deadline of 1/1/16 for the university. The university is working towards identifying employees, who may be without healthcare, to achieve compliance.

- d. Vice President of Student Affairs Administrative Report – Dan Nadler provided fliers of information for the university’s Veterans Day events and the university’s Hunger Month Challenge. Gloria Leitschuh suggested using the electronic message board outside Old Main (on Lincoln) to advertise these events as well as other EIU events.
- e. Vice President of University Advancement Administrative Report – Robert Martin provided information about the new logo debuted by the university. Royalty sales of the previous logo had fallen over the past 3 years. With a new logo, merchandise sales increase. Also, the new logo was created to increase EIU brand identity and to increase school pride. The cost of the new logo was approximately \$9,600 which was paid through licensing revenue.

7. Other Business

- a. Facilities Update – Tim Zimmer reported that Facilities had been using woodchips for heat for the past 8 days at the Renewable Energy Center. Staff had been busy removing leaves from campus and preparing for Wednesday’s open house. Nov 6<sup>th</sup> was the last day of work for seasonal employees. And, Renovations and Alterations was currently reduced due to limited funding available for projects around campus.
- b. Cost Containment Report – David Emmerich reported the cost containment subcommittee had met and a handout was provided at the CUPB meeting which outlined the results of that first meeting. The committee will be reaching out to deans/directors and vice presidents to gather information about how departments have been efficiently using resources in light of staff reductions over the past few years. The website is currently up but it will be updated in the future.
- c. Housing report – Mark Hudson, Director of Housing and Dining, presented a PowerPoint about Housing & Dining Services and its role on campus.

8. Adjournment – The meeting was adjourned at 3:53 pm by David Emmerich.

Minutes recorded by Leigh Moon.