

Council on University Planning and Budget
December 6, 2019
2:00 p.m. – Arcola Tuscola Room
Minutes

Voting Members Present: Gurkan Akalin, Angela Anthony, Mark Bluhm, Peggy Brown, Steven Daniels, Eric Davidson, Kirstin Duffin, Sace Elder, Valen Fulton, Ryan Hendrickson, Gloria Leitschuh, Leigh Moon, James Ochwa-Echel, Steve Rich, Isaac Slaven, Jhalak Timilsena, Cheyenne Warman-Neal, (Bruce Barnard attend for C.C. Wharram) Tim Zimmer

Absent: Mona Davenport, Carson Gordon, Ramey Martin, Jody Stone, C.C. Wharram,

Non-Voting Members Present: David Glassman, Lynette Drake, Judy Gorrell, Ken Wetstein

1. **Call to order and introductions** – Peggy Brown called the meeting to order at 2:00 p.m.
2. **Approval of Minutes for November 1, 2019** – Motion (Leitschuh/Duffin): To approve the minutes as written. Motion was approved by acclamation.
3. **Planning and Budget Report**

MLK Jr. Union: Cathy Engelkes – Ms. Cathy Engelkes presented a report on the Martin Luther King, Jr. University Union. The Union is the hub of campus and is home to several student-oriented departments, such as the New Student and Family Programs, Military Student Assistant Center, Student Activities Center, Student Legal Service, Civic Engagement and Volunteerism, Greek Life, Student Life, Student Standards, and Housing and Dining including Food Court and Java. Other services offered in the Union include Panther Pantry, Union Ticket Office, Union Liquor Service, Campus Scheduling, Union Bookstore, Union Bowling Lanes, Panther Print & Copy Center, and Union Parking. Ms. Engelkes also provided budget information and cost-saving measures that have been implemented.

Textbook Rental: Mitch Coe – Mr. Mitch Coe presented a report on the Textbook Rental Service (TRS) at EIU. The TRS provides the students of Eastern Illinois University with quality textbooks at an affordable cost. The report provided information on the staffing, the hours, and the features of TRS such as the book drop and the volume of textbooks picked up by students or mailed to students. Mr. Coe also provided the satisfaction of their service process and budget information.

4. **CUPB Executive Committee Report** – Peggy Brown reported that the executive committee met and discussed future agenda items.

5. **New Business**

a. **Administrative and Subcommittee Reports**

i. **President Administrative Report**

The President provided a Springfield update discussing AIM High and the new increases in minimum wages going into effect on January 1, 2020. Minimum will go from \$8.25 to \$9.25, and on July 1 the rate will go from \$9.25 to \$10.00.

ii. **Vice President for University Advancement**

Steve Rich presented the report from University Advancement. The subcommittee met electronically. Year-to-date donors are down, and annual fund gifts are up and total dollars are up as well.

iii. **Vice President for Academic Affairs**

The Academic Affairs subcommittee met and discussed the budget status report and student wages.

iv. **Interim Vice President for Business Affairs**

The Business Affairs subcommittee met and reviewed the FY20 line item status report and the FY21 budget request.

v. **Interim Vice President for Student Affairs**

The Student Affairs subcommittee met and discussed the University Union budget and the Textbook Rental budget along with all Student Affairs budgets. The subcommittee also discussed Homecoming and the job fair.

6. **Adjournment** – The meeting was adjourned at 3:15.