

MINUTES
COUNCIL ON UNIVERSITY PLANNING AND BUDGET
October 11, 2013

Voting Members Present: Ann Brownson, Mona Davenport, Patrick Early, Melissa Gordon, Blair Jones, Allen Lanham, Gloria Leitschuh, Christopher Mitchell, Cynthia Nichols, Darlene Riedeman, Kathlene Shank, Debby Sharp, Grant Sterling, Vance Woods, Tim Zimmer

Absent: Ahmid Abou-Zaid, Dave Emmerich, Assege HaileMariam, Mayhar Izadi, Christina Lauff, Pamela Narragon, Jennifer Sipes, Antoine Thomas

Non-Voting Members Present: William Perry, William Weber, Blair Lord

1. Call to order & introductions

Dean Lanham called the meeting to order at approximately 2:06 p.m.

2. Approval of Minutes for April 27, 2013 and May 22, 2013

The minutes for the September 13, 2013 CUPB meeting were approved with no corrections.

3. Advisory Subcommittee Reports

President's Advisory Subcommittee -- No report

VPAA Advisory Subcommittee – No report

VPBA Advisory Subcommittee – Mona Davenport reported that there is no change budget-wise this year. The Annual REAMP (Resource Allocation Management Plan) submission is coming up soon. Program analysis is available with a November 15 submission deadline for all areas.

VPUA Advisory Subcommittee -- No report

VPSA Advisory Subcommittee – No report

4. New Business -- None

5. Old Business – None

6. Other Business

Facilities Update – Tim Zimmer reported that improvements are underway for the steam tunnels and piping. The REC (Renewable Energy Center) will go down next week as part of tunnel upgrades, and the boilers in the old steam plant will be in use during that time. Grant Street is closed by UPD due to steam tunnel work, which should be completed by November 6. Center for Clean Energy Research and Education (CENCER)

building is projected to be completed around the 1st of the year. HVAC upgrades in Old Main are in process, as well as extending chill water route from physical sciences to Blair Hall. Electrical upgrades will begin in two weeks. The Ground shop started to move into its new facility yesterday (10/10/13), and the BSW house will be torn down to add parking on 9th street. FPM will experience more layoffs due to the lack of projects.

7. Administrative Reports

President Administrative Report -- President Perry met with IBHE (Illinois Board of Higher Education) to discuss budget matters. He discussed the strategic plan, panther promise and cost savings achieved over past years. Dr. Weber submitted the 2015 budget requests.

The Board of Trustees meeting is scheduled for November 15 where a budgeting preparation template EIU plans to use going forward will be discussed. The template will be used in working with CUPB for developing 2015 budget recommendations and will be presented in the January or February CUPB meeting. Dr. Perry reported that there will be no tuition increase for next year. Increases in some areas will be offset by decreases in other areas therefore the overall effect will be no change. Students drop out because they run out of money even though they have high GPA's; therefore, we need to find ways to increase retention through financial support. Gloria Leitschuh asked how many students took advantage of new scholarships. Provost Lord will send information to CUPB; both yield rate on scholarships and panther promise.

Kathleen Shank commented that there is a 32.6% decrease in her department and asked about plans for programs that haven't had the money to function, as they should. President Perry responded that the plan is to utilize an individual fine-grained analysis to evaluate opportunities and underfunded departments. We need to increase enrollment with a differential revenue advantage. Arts Admin is working on online masters programs (in development). At the last board meeting, a degree in Adult Continuing Education was approved because data from the State indicates a need for Adult Continuing Education teachers. This will be the only degree of its type in state of Illinois. Gloria Leitschuh asked if we engaged in any competitive analysis. President Perry reported that we have addressed this, and we evaluate our competitors many different ways. Provost Lord added that there has been a strategic enrollment process this past year and part of that process is an environment scan. Darlene Riedemann asked about plans to secure students as freshman to earn four years of revenue instead of two years of revenue from transfer students. President Perry responded that scholarships and financial aid programs are in place to secure students at the freshman level. In addition, EIU has established an office at LLC to keep track of students early so we don't lose them to another 4-year institution.

Vice President of Business Affairs Administrative Report -- Dr. Weber reported that Eastern received all money due from the state by the end of September. Program analysis is open to all program heads at this point. Academic departments had the first look at it and that went very smoothly. There is a realization that we might need to split some areas out. As an example, Environmental Health and Safety is part of VPBA office but

some feel it needs to be split off. Strategic planning is moving along – about ¾ to 4/5 of items are in progress and some are rapidly reaching completion. Kathleen Shank expressed concerns about the template not being user-friendly. Dr. Weber will forward a Word document that has template questions to help remedy this situation. Kathleen Shank also suggested we clarify and make the Fiscal Year 10, 12 vs. 2012, 2011 data consistent. There is confusion as to what dates the data corresponds. Dr. Weber stated that not all data aligns perfectly but will do best to make sure that it is clear. The login page has various people to contact to seek clarification.

Vice President of Academic Affairs Administrative Report – Dr. Lord reported that EIU is projected to have 10% enrollment increase instead 2.5%. He handed out a document, *Strategic Enrollment Planning at EIU*, which provided a summary of 1) Data Systems and Technologies 2) Financial Aid Allocation and Scholarship Development 3) Recruitment Programming and Processes 4) Enrollment Management Staffing/Leadership 5) Research, and 6) Long-Range Planning.

EIU's transfer student enrollments are down due to fewer students attending community colleges. We have offered transfer scholarships and, while popular, did not increase the bottom line. Provost Lord is working with all colleges within EIU to evaluate online opportunities and hybrid programs.

Budget drivers – further updates in future meetings. A search for a Director of Admissions is open and a search committee will be formed. Mary Herrington-Perry will continue as interim.

Vice President of University Advancement Administrative Report – Patrick Early reported that the focus is on fund-raising for scholarships, and the sports program provides a key opportunity for this. Various Homecoming activities are planned to increase “school spirit.” There will be a Charleston and Mattoon Open House on Monday.

8. Next Meeting

The next meeting is scheduled for Friday, November 8, 2013 in the 1895 Room at 2:00 p.m.

9. Adjournment

The meeting was adjourned at 3:10 p.m.