

Council on University Planning and Budget
September 9, 2016
29:00 p.m. – 1895 Room

Minutes

Voting Members Present: Peggy Brown, Melissa Caldwell, Lauren Clapp, Jack Cruikshank, Steven Daniels, Eric Davidson, Sace Elder, Richard England, Ericka Harris, Ryan Hendrickson, Gloria Leitschuh, Japhun Mays, Jonathan McKenzie, Leigh Moon, Michelle Morgan, Pamela Naragon, Jemmie Robertson, Kathlene Shank, Melody Wollan, Tim Zimmer.

Absent: Ann Brownson, Joann Daugherty, Mona Davenport,

Non-Voting Members Present: Lynette Drake, David Glassman, Judy Gorrell, Blair Lord, Michael Maurer, Paul McCann.

1. Call to order & introductions – Kathlene Shank called the meeting to order at 2:00 p.m.

Motion (McKenzie/Brown): Move Item 6.c. up to 3. Motion approved by acclamation.

2. Approval of Minutes for April 15, 2016 – Motion (Naragon/Cruikshank): Approve the minutes as corrected. Richard England's name was removed from guest list and Eric Davidson was present. The minutes were approved by acclamation.
3. Executive Committee Report – Kathlene Shank reported that the Executive Committee met several times to discuss the Vitalization Project that the President is putting together. In addition, the Executive Committee met with representatives from the Faculty Senate to discuss the resolution proposed by the Faculty Senate to decrease the number of members on CUPB.

Faculty Senate Resolution on make-up of CUPB discussion status report – Jemmie Robertson and Jeff Stowell recapped the initial Faculty Senate resolution discussion to make the Council smaller.

Sub-committee composition – Bylaw changes to consider - There was discussion on the bylaw change for subcommittees; the Council cannot vote on the proposed change because it wasn't provided to the Council early enough. Motion (Zimmer/Naragon): Place the proposed change on the agenda for the October meeting. Friendly Amendment (Cruikshank/Robertson): Shorten the lead time for a vote on a bylaw change from 2 weeks to 1 week. The friendly amendment was approved by acclamation, and the motion was approved by acclamation.

Another bylaw change to consider – Motion (Cruikshank/Robertson): To decrease the size of CUPB. A proposal will need to be developed to move forward. Note: Jack Cruikshank also raised the issue of meeting more than once a month.

4. Administrative/Subcommittee Reports
 - President Administrative Report – President Glassman discussed the State of the University Address; the vitalization project, enrollment issues, negative publicity, and Japhun Mays, the undergraduate transfer student representative, offered valuable input about marketing of EIU and spoke to the negative publicity he encountered prior to his transfer to EIU.

- Vice President of Academic Affairs Administrative Report – Provost Lord reported that the tenth-day enrollment figures were out today. Enrollment is down for freshmen and up for graduate school and international students.
- Vice President of Business Affairs Administrative Report – Paul McCann discussed the budget and how the budget is formatted – tuition vs. fees vs. appropriations.
- Vice President of Student Affairs Administrative Report – Lynette Drake discussed upcoming events on campus, Family Weekend events, and Greek recruitment. She also let everyone know events could be found on the guidebook app.
- University Advancement Administrative Report – President Glassman reported that EIU will be advertising on Rural King trucks. We purchased wraps for four trucks – one was purchased by the Alumni Association and three were purchased as part of the President’s Marketing Initiatives.

5. Old Business

- a. Cost Efficiency Initiative – no update.
- b. Fall Enrollment – This item was incorporated in the VPAA Administrative Report.

6. New Business

- a. Election of Chair – Motion (Zimmer/Cruikshank): Nominated Kathlene Shank to serve as Chair of CUPB. The vote was unanimous.
- b. Executive Committee Representation – The Council broke into groups to discuss election of representatives, returned to the full Council, and announced the selection of their respective representative. The list of Executive Committee members selected:

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|-------------------------|----------------------------------|
| Chair: | Kathlene Shank (elected in 5.a.) |
| Academic Affairs: | Melody Wollan |
| Business Affairs: | Tim Zimmer |
| Student Affairs: | Pam Naragon |
| University Advancement: | Jonathan McKenzie |
| Fulltime Teaching Fac: | Gloria Leitschuh |
| Student: | Jack Cruikshank |

Motion ((Brown/Mays): To accept the Executive Committee. Motion carried by acclamation.

- c. 2016-2017 Meetings – Motion (Daniels/Brown): Approve the meeting dates for 2016-2017. Motion carried. The meeting dates are October 7, 2016, November 4, 2016, December 9, 2016, January 20, 2017, February 10, 2017, March 3, 2017, April 7, 2017, May 5, 2017, June 2, 2017, July 14, 2017, and September 8, 2017. All meetings will be in the 1895 Room with the exception of one meeting and that location will be announced at a later meeting.
- d. Volunteer for Campus Master Plan – Eric Davidson volunteered to serve on the Campus Master Plan Committee.

7. Adjournment – The meeting was adjourned at 4:30 p.m.