

Council on University Planning and Budget
December 6, 2024 Minutes
Booth Library
Witters Conference Room

Voting members present: Todd Bruns, Jon Coleman, Jin Hong Kim, Brian Keith, Ben Marshall, Amber May, Mike Murray, Jeremy Sanders, Danita Starwalt, Eric Wahls, Marjorie Worthington, Shawn Peoples – Staff Senate Representative for Melissa Coleman

Voting member absent: John Blue, Melissa Coleman, Angelia Cosey, Janice Derr, Marisol Gamboa, Catherine Polydore, Stacey Ruholl, Mason Tegeler, Michelle Wayne, Camden Webb

Non-voting members: Jay Gatrell, Mike Hutchinson, Mindy Spencer, Cindy Hutchison

1. Call to order – Amber May called the meeting to order at 2:06 pm

2. Approval on minutes - Motion to approve November 1, 2024 minutes. Sanders moved and Bruns seconded to approve as written. The motion carried by acclamation.

3. CUPB Executive Committee Report - None

4. New Business

a. Administrative/Subcommittee Reports

- i. President: President Gatrell gave an end of semester update. He expressed his gratitude for the admissions team and the work they do. Commencement will take place December 14, 2024. Giving Blue Day was the best we have on record. The next Board of Trustee meeting will be on January 23, 2025.
- ii. Vice President for Academic Affairs: VP Hendrickson was unable to join the meeting so Jin Hong Kim gave an update on the VPAA area. She reported on recent hires.
- iii. Vice President for Business Affairs: VP Bierman's subcommittee met earlier in the day. An update was given on some of the work being done around campus: smokestack removal; roof replacement status; McAfee volleyball conversion. The science building continues to move forward with a design and analysis meeting to take place in the next week. The task force met to discuss student fees and how to simplify student billing to reduce fee line items. Everything will be billed by credit hour.
- iv. Vice President for Student Affairs: No report
- v. Vice President for University Advancement: VP Spencer met with her committee the previous Wednesday. She gave an update on gifts year to date. Work is being done on a design phase for the database. More solicitations will be sent to alumni. Focus is on

growing the pipeline for the next campaign. Fundraisers will be shifted to a regional strategy. They will be assigned to a certain region of the country, not a specific college. This will be a more donor focused approach.

vi. Vice President for Enrollment Management: VP Norman gave an update on admissions. Indicators are flat or up on new and transfer students.

b. Bylaw revisions: Bruns moved and Keith seconded to open for discussion. Bruns made friendly amendment and Chair May accepted. Bruns moved to accept friendly amendment and J. Coleman seconded the motion. Motion carried by acclamation

c. J. Coleman moved to approve revised Bylaws and Bruns seconded the motion. Motion carried by acclamation – Revised Bylaws attached to these minutes

5. Adjournment: Murray moved and Marshall seconded to adjourn at 2:43 pm