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## December 12, 2008

Council on University Planning and Budget

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**MINUTES**  
**COUNCIL ON UNIVERSITY PLANNING AND BUDGET**  
**December 12, 2008**

Voting Members Present: Sandy Bowman, Teresa Britton, Mona Davenport, Sarah Daugherty, Gene Deerman, Gary Fritz, Diane Jackman, Cay Kolling, Jeff Melanson, Cynthia Nichols, John Henry Pommier, Patricia Poulter, Denis Roche, Jenny Sipes, Thomas Stevens, Jocelyn Tipton, William Weber

Absent: Sandy Bingham-Porter, Zack Doiron, Karen Drage, Gloria Leitschuh, Gary Reed, WandaKay Robinson

Non-Voting Members Present: Judy Gorrell, Blair Lord, Dan Nadler, Jill Nilsen, Bill Perry

**1. Call to Order**

Dean Jackman called the meeting to order at 3:00 p.m.

**2. Approval of Minutes of October 17, 2008**

Motion (Davenport/Kolling): Approve the minutes as written. The motion carried by acclamation.

**3. Executive Committee Report:**

Dean Jackman reported that the Executive Committee met a week ago to set the agenda. Dr. Weber went through a presentation on the budget update. The campus tour and the Doudna tour was discussed.

**4. Subcommittee Reports**

a. Presidential Area – No report.

b. Academic Affairs – Dr. Pommier reported that Provost Lord presented and discussed several documents (i.e., General Revenue & Income Fund by Fiscal Year, FY 08 Expenditures Breakdown for VP Areas, FY08 Personnel & Operating Expenditures, FY08 Academic Affairs Personnel and Operating Expenditures, Chronicle of Higher Education Tenure-track Position Announcement) to the CUPB sub-committee.

c. Business Affairs – No report.

d. External Relations – The subcommittee met and reviewed the organizational chart for External Relations. The five directors in the External Relations area are developing goals for each respective area and as a group for the Vice President for External Relations area for submission to the President.

e. Student Affairs

Ms. Sipes reported that the Student Affairs Subcommittee provided updated information regarding the Textbook Rental Service building project, shuttle bus operation, community service initiative, and Student Recreation Center improvements. The construction bid for the

TRS project was approved at the November Board of Trustees meeting. The construction timeline is expected to be approximately 12 months. After being outsourced for seven years, the shuttle bus operation is now being managed by the University.

Internal management of the shuttle bus service is more cost effective and will delay the need to request an increase in the student shuttle bus fee. An Office of Student Community Service has been established to engage students in more leadership and community service opportunities. The Student Recreation Center has completed a significant painting project of the facility and is installing a very large new fan in the lobby.

## 5. Reports

### a. Budget Update

Dr. Weber distributed information regarding the budget and gave a very informative presentation. Dr. Weber discussed the various ledgers and charts depicting the FY08 Expenditures Breakdown by Type of Funds, for VP areas, and Personnel and Operating Expenditures. Dr. Weber also provided a chart showing the General Revenue and Income Fund by Fiscal Year.

### b. Facilities and Campus Master Plan Update

Mr. David Crockett from Facilities Planning and Management (FMP) gave an update on the projects that FMP are currently working on which included the Textbook Rental Service, the Ninth Street, Campus Master Plan, and ESCo.

### c. Campus Parking Update

There were many favorable comments about the multi-payroll deductions for the parking fee rather than one lump sum. Dr. Pommier noted that he really appreciated the process used for the Campus Parking issue. On behalf of CUPB, Dean Jackman thanked all who worked on the Parking Subcommittee.

## 6. Other Business

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Several members of CUPB participated in the Campus Tour and the Tour of Doudna that were arranged by Mr. Reed of FPM.

Mr. Melanson will be graduating in the fall commencement. He thanked the members of CUPB for the opportunity to serve.

## 7. Adjournment

The meeting was adjourned at 4:30 p.m.

Judy Gorrell

Executive Secretary