

Eastern Illinois University

## The Keep

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Minutes

Council on University Planning and Budget

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3-21-2014

### March 21, 2014

Council on University Planning and Budget

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**Council on University Planning and Budget**  
**March 21, 2014**  
**2:00 p.m.**  
**Booth Library 4440, 4515, and 4456**

**Minutes**

Voting Members Present: Jonathan Blitz, Ann Brownson, Mona Davenport, Patrick Early, Christine Edwards, Dave Emmerich, Assege HaileMariam , Mayhar Izadi, Allen Lanham, Gloria Leitschuh, Pamela Narragon, Cynthia Nichols, Darlene Riedemann, Zach Samples, Kathlene Shank, Anita Shelton, Jennifer Sipes, Grant Sterling, Vance Woods, Tim Zimmer

Absent: Melissa Gordon, Christina Lauff, Debby Sharp

Non-Voting Members Present: Blair Lord, Dan Nadler

**2:00 p.m. Subcommittees will meet in respective groups:**

Room 4440 – Student Affairs

Room 4515 – Academic Affairs

Room 4456 – Business Affairs, President’s area, and University Advancement

**3:00 p.m. All subcommittees come back to Room 4440 for a brief meeting**

**1. Call to order & introductions**

Dean Lanham called the meeting to order at approximately 3 p.m.

**2. Approval of minutes for February 21, 2014**

The minutes for the last meeting were approved as written.

**3. Reports from subcommittees**

- a. Business Affairs, President’s area, and University Advancement  
Academic Affairs – Kathlene Shank spoke, reported that her group had been meeting since 10:30 am today and will be meeting again on 3/28 from 8:30-12 in Lumpkin

Current items of discussion and evaluation within the subcommittee include:

- Members have spent time meeting and interviewing various employees to gather further information and clarification
- Gained knowledge through learning about the complexity of the University and various departments
- Spending lots of time asking lots of questions
- Chris Childress helpful in providing information and numbers with regard to Facilities
- The group is looking at the ‘Big Picture’

- Will be reviewing ITS at the next meeting
- Kudos to PC for providing all that has been asked for. Much information has been given in a short amount of time
- The group has kept track of questions and idea, will be reviewing each, then will determine recommendations.

Group Questions & Clarifications: None

- b. Student Affairs – Mona Davenport spoke, next meeting will be Tuesday, 3/25 at 1pm in Booth 4440

Current items of discussion and evaluation within the subcommittee include:

- University Police Department and Student Affairs
- Review of organizational charts and cuts within area already
- Next the group will be working on all totals and potential cost savings within Student Affairs

Group Questions & Clarifications: None

- c. Academic Affairs Advisory Subcommittee – Gloria Leitschuh spoke, next meeting will be next Friday 3/28 at 2pm in the Dean’s Conference Room in Booth Library

Current items of discussion and evaluation within the subcommittee include:

- The group is currently reviewing the number of administrative staff and questioning why there are more in comparison to other institutions
- Options for a retirement incentive plan
- clarifying goals
- what the optimal faculty-student ratio is, along with optimal administrative staff -student ratio
- CATS and ITS analysis
- Allowing each program to identify potential cost savings within their own operation
- Re-aligning academic programs
- Re-assigned time for faculty
- CASA, Study Abroad, Minority Affairs

Group Questions & Clarifications: None

- d. **Discussion of CUPB process reviewing subcommittee recommendations**

Dean Lanham spoke-

- Two April meetings, bring together written reports from committees and provide to Judy Gorrell.
- Committee will read and review

- Produce a ballot, listing each one of the points, having a place for each member to vote or not vote or abstain, receive information prior to 1<sup>st</sup> meeting.
- Each member votes for own cause, compile and if everyone in favor, then maybe no more need for discussion or more discussion needed.
- Then have additional ballot for those items not approved by the group.

Questions/Comments:

- Not too sure about ballot voting; each have become experts in areas given to review; some cases can't put a \$\$ there, Jenny and Kathlene not comfortable voting.
- Thoughts that we were to take recommendations, present to the group, then move along to the President for review.
- Discussion on DEN and Dr. Weber's quotes regarding the Biological Sciences Building- abandon project- What are the implications? Grant \$\$ set aside is not sufficient to build the new building, still require money from the state. This money that has been set aside will give the University a cushion to deal with the current financial situation. The science building is not being abandoned, it's simply being put on hold until funded by the state.
- Being able to factor in additional retirements. Can this provide some relief?
- Two things:
  - 1) Balloting
  - 2) Present Subcommittee reports- one by one, annotated list, by priority, agree to them and then move them up

**Note:** Each subcommittee final recommendations to Judy Gorrell by next week. She will compile the list and send out to members.

## 5. New Business

Grant's resolutions.

Grant spoke about President Perry's guidance to review and use the mission statement as a force to make decisions. Grant reported that his sub-committee members are not doing this.

Question to group: Do we have a shared/not shared understanding of the mission as the basis for making decisions? It's useless to use the mission statement as a guiding force without understanding and agreement.

Comments/Questions: none from group.

## 6. Next Meeting

The next meeting is scheduled for Friday, April 4, 2014 in the 1895 Room at 2:00 p.m.

## 7. Adjournment

The meeting was adjourned at 4 p.m.

