
CAMPUS PLANNING AND FINANCE COUNCIL
Minutes of 16 March 2021**Call to Order**

The regular meeting of the Western Michigan University Faculty Senate Campus Planning and Finance Council was called to order at 3 p.m. on 16 March, via Webex video conferencing by Valerian Kwigizile, chair.

Roll Call

Members in Attendance: David Dakin, Betty Dennis, Keith Hearit, Valerian Kwigizile, Geoffrey Lindenberg, James Penner, Colleen Scarff, Matthew Screnock (Graduate Student Association), Udaya Wagle, Jan Van Der Kley, Andre Venter (substituting for Todd Barkman)

Members Absent: Emma Scheller (Undergraduate Student Association), Cheryl Bruey, Lynne Heasley

Advisory Members in Attendance: Chris Cheatham

Advisory Members Absent: Tony Proudfoot

Ex Officio Member in Attendance: Osama Abudayyeh

Recording Secretary: Lindsey Rossiter, Business and Finance

Quorum

A quorum was present.

Agenda

A correction was made to the misspelling of Dakin on item #5.

It was moved by Lindenberg, seconded by Wagle, to accept the agenda as amended. The motion carried unanimously.

Minutes

It was moved by Screnock, seconded by Penner, to approve the 16 February minutes as provided. The motion carried unanimously.

Reports of Officers

Chair Kwigizile did not provide a report.

Ex Officio Abudayyeh reported on *Charge #11: Identify approaches and methods used to increase civility and respect in order to create a safe environment both within the Faculty Senate and at the University.* This charge will continue to be postponed pending results of the Racial Justice Advisory Committee. The executive board would like to see the outcome of this committee's decision before charge #11 is reopened. Review the Senate Civility Statement for more information. Charge #11 will be revisited later this year or early next year.

Officer elections will be held for next year's council. Senate elections will conclude before May.

Reports of University Representatives

Dakin provided the report of Campus Facility Development which included:

- Demolition of Draper/Siedschlag complex is wrapping up.
- Demolition of French/Davis/Zimmerman is progressing. The building will be demolished this summer. Currently, in the process of abatement and relocation of utilities.
- The Student Center is progressing with a completion date of Summer 2022. Work is being completed in the front of the Student Center for the section of the loop road that will be completed in Summer 2022.
- The Board of Trustees Fountain area will be remodeled next to the student center. The mechanics of the fountain have failed. This project will be completed in Summer 2022.
- The College of Aviation project will be completed in April.
- The Dunbar Hall project is in the design/development phase. The project will be bid out this fall with an expected completion of 2023. The construction on this building will start with salvaging and abatement of items.

Scarff did not provide a report of University Budgets.

Van Der Kley provided the report of Business & Finance which included:

- Scarff was recognized by Van Der Kley for the acceptance of the Coronavirus Aid, Relief, and Economic Security Act (CARES) reporting for the first round of funds. WMU's usage of the first round of funds passed inspection.
- Round #3 of stimulus funds has been approved. WMU will receive \$44 million. Half of these funds will be used for student financial aid.

Discussion included the organizational challenges of using these federal funds. The funds need to be directly aligned to COVID-19. The first phase of these funds has been distributed.

Cheatham provided the report of the Provost's office Budget and Personnel which included:

- In week 41, the fall 2021 enrollment update includes:
 - Undergraduate applications are up 16% and admits are up 13%.
 - Masters applications are down 15% and admits are down 8.4%.
 - Doctoral applications are up 11% and admits are down 7%. This may be related to the admit timing that is done in blocks for different programs.
 - WMU has 1,254 new beginner students that have committed to attend through a deposit or an intent-to-enroll, this is the half-way-point of the fall 2020 enrollment with some ground to make-up.
- Summer 2021 enrollment is looking very good.
 - Undergraduate headcount for summer I is up 11%.
 - Graduate numbers are down 3%, and the overall total is up 7%.
 - Summer I credit hours are up 10%, with 63 days until census. The calendar change can influence the student's registration behaviors.
- Summer II census is 116 days away. Overall, the headcount is up 13% and student credit hours are up about 18% for summer II.

Discussion included fall deposits, merit-based scholarships, admits by race/gender, summer orientation, campus tours, comparisons to last year, and predicting trends.

Proudfoot did not provide a Marketing and Strategic Communications report.

Reports of Council Subcommittees

Dakin provided the report of the Transportation Subcommittee which included:

- There is an upcoming final meeting for the Student Center loop road, council members can sit in on this discussion. The meeting will include the final comments before work begins in April.

Discussion included inviting transportation students to this meeting.

Unfinished Business

None.

New Business

Dakin and Scarff put forward *Charge #9: Review and provide advice on the processes for criteria for allocation and use of space on campus*. Details included:

- Background: the Space Committee was initiated by President Floyd to address any global space issues or challenges across campus. The committee is made up of representative from across campus from different colleges and divisions. Requests can be made regarding space that is unknown or identified outside of the college. This process is detailed at <https://wmich.edu/facilities/planning/space>. Overall, the objective is to shrink the physical plan on campus. For example, the new Sangren building is a smaller footprint than the old Sangren building. The goal is to renew and update WMU spaces by decreasing the square footage that is being maintained and operated. The overall square footage on campus has decreased.
- As part of the Strategic Recourse Management (SRM) Budget Project, space on campus has never been charged to a department. There is a budget within Business and Finance for maintaining and operating campus space. That's a key component of the new budget model. As

part of the SRM, there is a process of identifying departments/units that occupy the space at a department level and identifying the shared spaces.

- This process started by working with facility management to identify the space in each building.
- The deans, chairs, faculty, and building coordinators identified space in the system. There is some unclaimed space and space that has been claimed by multiple units. Some spaces may be shared space. 95% of the square footage is claimed across campus. WMU is in the final stages of troubleshooting the areas that were missed.
- For the first time ever, there will be a cost assigned to this space. The group will be able to track the cost and where it is associated. The new budget model begins July 1, 2021.

Discussion included how the space was indicated, comparing this audit to previous audits, SRM negotiations, implementation within the department level, future planning, changing assigned space, taking costs offline and consolidating space, utilization study of existing space, space funding, proactive space management, aligning the cost associated, politics being involved with this budget, and the phase-in period.

Announcements

Charge #8 Diversity, Equity, and Inclusion (DEI) review and provide input to Diversity, Equity, and Inclusion (DEI) initiatives and policies pertaining to recruitment and retention of faculty, staff, and students, as well as education and academic administration, will be discussed in April. Charge #6 Review and report on WMU athletics on campus, in terms of cost, facilities, future planning, graduation rates, etc. Assess the impact of COVID-19 pandemic on WMU athletics, will be discussed in May. All charges will be completed in May. The June meeting will be dedicated to working on the annual report. Charge #11 Identify approaches and methods used to increase civility and respect in order to create a safe environment both within the Faculty Senate at the University, will be returning later this year or early next year.

Adjournment

It was moved by Venter, seconded by Lindenberg, to adjourn the meeting at 4 p.m. The motion carried unanimously. The Campus Planning and Finance Council will meet next on 20 April 2021 via Webex at 3 p.m.

Approval

Submitted by Lindsey Rossiter, Recording Secretary

Minutes approved this twentieth day of April 2021