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**CAMPUS PLANNING AND FINANCE COUNCIL  
Minutes of 20 September 2022****Call to Order**

The regular meeting of the Western Michigan University Faculty Senate Campus Planning and Finance Council was called to order at 3:02 p.m. on 20 September 2022 via Webex video conferencing by Geoffrey Lindenberg, chair.

**Roll Call**

**Members in Attendance:** Todd Barkman, David Dakin, Betty Dennis, Mason Deraad, LuMarie Guth, Keith Hearit, Lynne Heasley, Valerian Kwigizile, Geoffrey Lindenberg, Colleen Scarff, Jan Van Der Kley

**Members Absent:** Cheryl Bauman-Bruey, Mohammad Daneshvar Kakhki, David Szabla

**Advisory Members in Attendance:** Tony Proudfoot

**Advisory Members Absent:** Christopher Cheatham

**Ex Officio Member in Attendance:** Zeljka Vidic

**Guests:** Eriz Hughey, Faculty Senate Administrative Assistant; Nathan Nguyen, Director, LGBT Student Services; Sarah Summy, Faculty Senate President

**Quorum**

A quorum was present.

**Agenda**

It was moved by Barkman, seconded by Dennis, to accept the agenda as presented. The motion carried unanimously.

**Minutes**

It was moved by Dennis, seconded by Hearit, to approve the 17 May 2022 minutes. The motion carried unanimously.

**Reports of Officers**

President Summy presented the 2022-23 CPFC Charges. Adjustments were made to condense tasks. An additional charge to collaborate with Western Student Association on the WSA Neighborhood Association Proposal was added. Any proposals for changes in composition to the council, for example adding an advisory member with IT expertise, can be proposed to President Summy and the Executive Board. The charge on enrollment is continuing and it was recommended to invite Charles Cotton, Associate Vice President for Enrollment Management, as a guest to a future meeting.

President Summy left the meeting at 3:25 p.m.

Chair Lindenberg reported that the CPFC annual report was submitted over summer and thanked the council for their help and input. Chair Lindenberg will set up a meeting to compose a list of individuals to invite to future meetings with expertise to address the charges. Andrew Holmes, Interim Chief Information Officer, Steve Perlaky, Director of Sustainability from Facilities Management, and Associate Provost for Enrollment Management Charles Cotton, were recommended.

Ex Officio Vidic did not provide a report.

**Reports of University Representatives**

Scarff reported that the Board of Trustees approved the University budget at the June Meeting. The budget will be booked 1 October. There will be a one-time adjustment to lower state appropriation. It was estimated at 3.25% but WMU will receive only 2.5% which it is expected that a higher fall enrollment tuition revenue will offset. Information is on the Budget Office website. There was approximately a 10% change for the colleges for year one of the Strategic Resource Management budget. The next year's budget process will begin in a few months. The budget was balanced with no reduction. Continued

enrollment improvement over the next few years is expected. This year an 8% decline in enrollment was projected and it is expected to be only 6%. Discussion was held regarding inviting deans into future meetings to discuss the impact of SRM on the college budgets. There will be some focus this year on metrics provided by the service units.

Van Der Kley reported that the year-end audit conducted by Plant Moran was completed with no issues found. Kendall Center in Battle Creek and East Beltline in Grand Rapids are no longer WMU properties. There is one remaining parcel for sale in the Business Technology Research Park. Reevaluation of each staff position is in process. New job descriptions will be drafted to compare to market research. A commitment was made to review every three to five years, and this is year four. Discussion included the scope of the position review and communications to staff. Two public sessions for staff are scheduled for 27 September.

Due to his absence, Cheatham did not report.

Kwigizile left the meeting at 3:55 p.m.

Dakin joined the meeting at 4:03 p.m.

Proudfoot reported new publications for recruitment are nearing completion. The marketing campaigns will be from September through November and January through May. Visuals and messaging will be refined for next year. There were increases in first-year enrollment and alumni giving. WMU received positive highlights in the media on increases in first-year enrollment and resident halls. Improvement in sales of trademark merchandise continues. Revenue gaps between WMU and peers has improved, although it is still below average. Discussion included strategies around addressing University rankings and communications with high school advisors. This year US News and World Report publications added 45 additional colleges. WMU ranking declined, however the overall score increased over the past five years. WMU percentile increased from 29.4% to 32.3%.

Dakin reported that the five-year capital outlay plan was approved by the Board of Trustees. The top five priorities submitted are:

1. Knauss Hall Renovation & Addition
2. Waldo Library Student Services and Success Center Renovation
3. College of Aviation, Aviation and Flight Operations and Aviation Maintenance Building – Renovation and Addition
4. STEAM Collaboration Pavilion
5. Renovation of North and Central (Second Floor) Kohrman Hall (Classroom Building)

The full list can be found on the Board of Trustees website at <https://wmich.edu/trustees>.

Project Updates:

- Dunbar Hall project is proceeding.
- The Board of Trustees fountain plaza has been completed.
- The Central Campus work is in progress.
- The Dalton Imaging Lab is under construction.
- The Student Center project has been delayed as previously announced.
- A bid to remodel the President's suite has been accepted.
- A team has been selected for the Hilltop Village Parking Structure project. Location will be at the current Burnham Hall site. Construction is scheduled to begin 2 May 2023.
- Athletics hired an outside firm to review condition and space usage of facilities.
- Academics hired an outside firm to do a comprehensive review of condition and usage of buildings.

Discussion included the challenges to the Student Center project and projecting completion dates in general. The University is tracking direct and ancillary costs of the delay with the Student Center project. All dining employees intended for the Student Center received placements elsewhere on campus.

#### **Reports of Council/Committee Standing Committees**

None.

**Unfinished Business**

None.

**New Business**

Asylum Lake Policy and Management Council requested a representative from CPFC as required by their guiding documents. Heasley offered to serve as the primary representative with Barkman as the unofficial alternate. It was moved by Heasley, seconded by Hearit, to appoint Heasley with Barkman as alternate to the Asylum Lake Policy Committee. The motion carried unanimously.

Chair Lindenberg led a discussion of CPFC Charges.

Deraad introduced the proposal related to the WSA Neighborhood Association. By forming a neighborhood association, Western Student Association would establish a student voice in discussions of community projects.

Chair Lindenberg will be inviting senior leadership from each college to discuss the impact of SRM in alignment with Charge 2. Suggestions were made for questions to college leaders.

**Announcements**

None.

**Adjournment**

It was moved by Barkman, seconded by Guth, to adjourn the meeting at 5:01 p.m. The motion carried unanimously. The Campus Planning and Finance Council will next meet on 18 October 2022 via Webex video conferencing.

**Approval**

Submitted by LuMarie Guth, Secretary

Minutes approved on 18 October 2022.