CAMPUS PLANNING AND FINANCE COUNCIL
Minutes of 6 December 2022

Call to Order
The regular meeting of the Western Michigan University Faculty Senate Campus Planning and Finance Council was called to order at 3:04 p.m. on 6 December 2022 via Webex video conferencing by Geoffrey Lindenberg, chair.

Roll Call
Members in Attendance: Todd Barkman, Cheryl Bruey, David Dakin, Mason Deraad, LuMarie Guth, Keith Hearit, Lynne Heasley, Valerian Kwigizile, Geoffrey Lindenberg, Colleen Scarff, Abby Dawn Simmons, Carrie Song (substitute for Mohammad Daneshvar Kakhki), Jan Van Der Kley
Members Absent: Betty Dennis, David Szabla
Advisory Members Present: Christopher Cheatham, Tony Proudfoot
Ex Officio Member in Attendance: Zeljka Vidic
Guest: Andrew Holmes, Chief Information Officer, Office of Information Technology

Quorum
A quorum was present.

Agenda
It was moved by Hearit, seconded by Van Der Kley, to accept the agenda as presented. The motion carried unanimously.

Minutes
It was moved by Heasley seconded by Barkman, to approve the 15 November 2022 minutes as presented. The motion carried unanimously.

Reports of Officers
Vice Chair Hearit gave a report from the faculty senate meeting.
- Fall to spring retention rate is 4% better than last year (86.2% retention).
- Admissions are up 4.1% from last year. Masters applications are up 26.6% and doctoral applications are up 2.1%.
- WMU has raised $633 million of the $1.25 billion dollar goal for the capital campaign.
- Research expenditures are solid with $28.5 million in expenditures.

Ex Officio Vidic did not provide a report.

Reports of University Representatives
Van Der Kley announced the new interim Associate Vice President for Facilities Management Timothy Thimmesch, formerly of Grand Valley State University.

Scarff reported on her meeting with the deans regarding Strategic Resource Management (SRM) budget model. Quarterly meetings with the deans are being offered. The final strategic allocation is available at https://wmich.edu/sites/default/files/attachments/u107/2022/SRM-Budget-Model-FY-23-Year-End-Subvention.pdf

Cheatham provided the Provost Budget and Personnel report.
- Undergraduate applications are flat compared to last year.
- There is 23% growth in masters programs and 3% in doctoral.

- Headcount is down 6% from this time last year and credit hours are down 4.6%, but are still outperforming projections.
- The enrollment forecast projection is 3.4% below headcount for fall 2022.
- Ray Thompson was appointed Dean of the College of Aviation.
- There is an ongoing search for College of Education and Human Development dean. Finalists will visit campus in February 2023.

Proudfoot provided the Marketing and Strategic Communication report.
- The fall marketing is complete. There is an 83% increase in delivery of impressions over fall 2021 and a 26% increase in click-throughs. There has been a 60% increase in digital spend after a review to reallocate marketing based on engagement.
- The work of Professor Ashlyn Kuersten's class in finding the murderer of Roxanne Wood in a decade's long cold-case is getting national coverage.
- Discussion included measures for improvement in yield rate. Last year's improvement was 14.7%. One example is differentiation of prospective student events to offer a unique experience.

Dakin provided the campus facility development report.
- Dunbar Hall project is proceeding with furniture being bid.
- Central campus furniture is being installed; lights are arriving soon.
- About 30 people gave input at the Hilltop Village parking structure town hall. The parking and site development team met with the tree committee. Campus facility development is incorporating landscaping early in the project.
- Remodel of the President's Suite has started. The remodel will allow University Advancement to use the space year-round.
- The Student Center project is proceeding. Demolition date for Bernhard has not been set.

Unfinished Business
Chair Lindenberg gave an update on the Student Association (WSA) Neighborhood Association Proposal. Discussion included liability concerns and legal standing off-campus. Deraad ensured that the neighborhood association proposal has been reviewed by Keith Hahn, General Counsel, Office of Legal Affairs and any programs resulting will be reviewed. There was a question about the sustainability of interest in the neighborhood association. Deraad stated there is a core team of WSA students continuing next year that maintain interest. It was moved by Deraad, seconded by Guth, to approve the creation of the Neighborhood Association with the endorsement intended to recognize and provide legitimacy. With three opposed, the motion carried.

WSA asked the council recommend a member to serve as part of the Neighborhood Association. This position will be completely advisory, with attendance of all meetings. There will be one initial meeting and more meetings as needed. It was recommended that a member of the Faculty Senate, specifically a member of CPFC, be appointed as an advisory member without expectation of attendance in the summer. Discussion included the question if a member of CPFC would be the appropriate choice each year. CPFC could not vote to commit a member outside of CPFC. It may be more appropriate for Faculty Senate Executive Board to name an appointee. There was a review of the 15 November 2022 minutes to clarify the intensions of Faculty Senate President Summy which stated that the representative "will likely" be from CPFC. The council has provided endorsement for the neighborhood association and will defer to the Faculty Senate Executive Board on the appointment of a representative to the association.

New Business
Holmes presented on information security and technology disruption policies in regards to Charge 6.
- The Office of Information Technology (OIT) strategic plan is completed. The primary goal is to strengthen the IT foundation including: data network, storage capacity, and ability provide contemporary services including AR/VR. The aged network is approaching 30 years-old. OIT is seeking funding for update initiatives. Goals include:
  - Goal 1: Strengthen the Information Technology Foundation that Empowers Academics, Research, and Institutional Administration

- - o Goal 2: Enable the Advancement of the WMU Mission Through the Delivery of Contemporary and Sustainable IT Services
    - o Goal 3: Provide Outstanding Customer Service and Support to All Constituents
- OIT is in the final stages to create a new position of Chief Information Security Officer. A cyber security administrator has been vacated and an active search is in progress.
- OIT held their first cyber security summit in October 2022.
- Faculty and staff were extended cyber security training in fall 2022. There is currently a 12% completion rate and goals to complete the training by the end of January. The end of semester training launch was due to delays in purchasing the package. This training is encouraged by WMU's insurance provider and guided by national best practices.
- OIT is working with the University Policy Committee on the creation of an Umbrella Cyber Security Policy. This will allow compliance with many grant requirements.
- OIT is reviewing Least Privileged Access in order to mitigate ransomware risk.
- The Identity and Access Management Overall project is reviewing BroncoID access controls. WMU has multiple identity management systems and are trying to consolidate these as much as possible.
- There have been changes in the Microsoft 365 environment including: safe links, outside email warnings, and file sharing targets.
- Duo authentication is being extended.
- OIT is creating governance structures for change efforts.
- OIT is pursing centralization of college IT efforts to reduce redundancy.
- OIT is adjusting outage notifications to provide status updates. This will be an opt-in system.
- A 2023 goal is to revise the Disaster Recovery Plan.
- Suspected phishing emails can be forwarded to abuse@wmich.edu.

The retention effort discussion was postponed to the next meeting.

Van Der Kley left the meeting at 3:30 p.m.
Song left the meeting at 3:57 p.m.
Hearit left the meeting at 4:05 p.m.
Kwigizile left the meeting at 4:50 p.m.

Announcements
None.

Adjournment
It was moved by Barkman, seconded by Bruey, to adjourn the meeting at 5 p.m. The motion carried unanimously. The Campus Planning and Finance Council will next meet on 17 January 2023 via Webex video conferencing.

Approval
Submitted by LuMarie Guth, Secretary

Minutes approved 17 January 2023.