

WESTERN MICHIGAN UNIVERSITY
FACULTY SENATE

CAMPUS PLANNING AND FINANCE COUNCIL
Minutes of Tuesday, 17 September 2013, at 3 p.m.
Faculty Lounge, Bernhard Center

Members present: David Dakin, Richard Gershon, Kieran Fogarty, Harold Glasser, Dean Honsberger, C. R. Krishna-Swamy, Kathleen Langan, Davd Lemberg, Gary Mathews, Dennis McCrumb, William Rantz, Gail Rouscher, Jan Van Der Kley, Gay Walker

Guests: Jim Gilchrist, Vice Provost for Budget and Personnel and Chief Information Officer; Linda Poquette, Office of the Vice President for Business and Finance; Pete Strazdas, Associate Vice President, Facilities Management; and Cam Vossen, Emergency Management Administrator, Public Safety

Welcome

Chair Dave Lemberg welcomed everyone to the meeting.

Acceptance of the Agenda

A motion was made by Honsberger to accept the agenda as presented, supported by Rantz. Motion passed.

Approval of the Minutes of 21 May 2013

A motion was made by Van Der Kley to approve the minutes of 21 May 2013, supported by Rouscher. Motion passed.

Chair's Comments – Dave Lemberg

Lemberg thanked council members and guests for attending. He requested that everyone review the charges for 2013-14.

Information/Discussion Items

Campus Safety – Cam Vossen

Vossen provided a presentation on campus safety. She reviewed the updated emergency notification process. Everyone can register through *GoWMU* and emergency notifications can be received on your phone and through text messaging. This information is included in the new employee orientation, which is scheduled each week. Training and presentations are also available for students, faculty and staff. The training includes fire and safety drills, tornado safety and tornado drills.

WMU has a Critical Incident Response Planning Committee comprised of the critical incident policy group (the president and senior leadership) and emergency operations center teams. The CIRP generally meets monthly to provide team updates and discuss emergency topics. WMU has an annual disaster exercise to test our response and recovery activities as well as to identify strengths and areas for improvement. These exercises can include the participation of other Kalamazoo area first responders and the Kalamazoo Office of Emergency Management.

Vossen noted that guidelines are set up for a total evacuation if necessary and every building has practice drills. We are one of a few universities that have a mass notification system and it is important that accurate information is in the system. Currently, there are approximately 50 percent of the students in the emergency notification system.

Construction Update – David Dakin and Pete Strazdas

The update began by informing the council that the College of Aviation is putting together a project for a capital outlay request. Van Der Kley stated that this plan was only revealed to Business and Finance the previous Friday. She wanted to be transparent with the council and reported it at the first opportunity. If there is capital outlay this year, the request has to be submitted by 1 November of this year. Lemberg expressed concern with COAs planning and stated the importance of following the capital outlay process.

Dakin provided a copy of the Building Project Priority List for the Five Year Capital Outlay Plan and reported the following:

- Alumni Center is closing in on the planned program and going into schematics. There is a meeting coming up for all to attend and a design plan will follow. The planning has been very inclusive.
- Ice Arena – Preliminary study has been done to look at possible locations including adding on to Lawson. Van Der Kley added that this project would have to be privately funded.
- Looking at what options are available in Grand Rapids. Extended University Programs is involved with this process.
- New turnaround is in the process using the University seal, which is considered permanent and goes toward branding.
- Dining Facility – Waiting for the Division of Student Affairs to proceed. Faculty Senate was instrumental in giving Diane Anderson feedback.
- Colony Farm – Preliminary research with the possibility of something similar to the Business Technology and Research Park.
- Miller Plaza - Phase I should be finished by 18 October.
- Hoekje and Bigelow should be down by 1 November. New residence halls are in the design stage.

A Bernhard Center Advisory Board is resuming meetings and Gary Mathews volunteered to serve.

A suggestion was made to have a presentation on WMU maps, routes for wheelchairs and how to access directions from any location on campus at a future meeting. Another request is to have a presentation from DOSA about future plans and how energy savings will be realized in new buildings.

Action/Discussion Items

Election of Officers – David Lemberg

David Lemberg volunteered to serve as chair and a recommendation was made for Raja Aravamuthan to serve as vice chair for 2013-14. A motion was made to accept Lemberg as chair and Aravamuthan as vice chair and was unanimously supported. Motion passed.

2013-14 Council Charges

Lemberg confirmed that the council will continue, as in the past, to follow the charges. He reminded council members to again review the charges.

Other Business

No other business.

Adjournment

A motion was made by Krishna-Swamy to adjourn at 4:15 p.m., seconded by Walker. Motion passed.

Linda Poquette
Recording Secretary