

WESTERN MICHIGAN UNIVERSITY
FACULTY SENATE

CAMPUS PLANNING AND FINANCE COUNCIL
Minutes of Tuesday, 18 October 2016 at 3 p.m.
Faculty Lounge, Bernhard Center

Members present: Raja Aravamuthan, Cheryl Bauman-Bruey, Todd Barkman, Logan Brown (Western Student Association), Richard Gershon, Harold Glasser, Jon Neill, Allen Jake Ramsey, (Graduate Student Association), Jan Van Der Kley, and Pat Vander Meer

Guests: Scott Merlo, Director of Public Safety; Patti Van Walbeck, Associate Vice President for Business and Finance; and Linda Poquette, Business and Finance

Procedural Items

Welcome

Barkman began the meeting at 3 p.m. He welcomed Scott Merlo, Director of Public Safety, and council members.

Acceptance of the Agenda

A motion was made by Neill to accept the agenda as presented, supported by Van Der Kley. Motion passed.

Approval of the Minutes of 20 September 2016

A motion was made by Neill to approve the minutes of 20 September 2016, supported by Vander Meer. Motion passed.

Chair's Comments – Todd Barkman

Barkman began by stating he is looking forward to serving as chair for this council and feels that it is important for all to have time to express their view. Article VIII of the Faculty Senate Constitution was provided giving insight to the responsibilities and the role of councils. This council will have guest speakers and informational sessions concerning plans for the University. Some items are brought to the Faculty Senate and to the FS Executive Board. Reports are also prepared and submitted to the Faculty Senate. Barkman added that memoranda of action have not been done in the past but that is always a possibility. Aravamuthan added that there are tangible ideas that this council has recommended and those changes were implemented. Van Der Kley stated that this council acts as an advisory council and past suggestions have brought change.

Barkman continued with the review of this council's Role Statement and added that the strategic plan should be available to the council and the campus master

plan and budget/financial issues may be reviewed for recommendations. The Subcommittee to Assess Incentive-Based Budget Models will continue and the report generated last year is available if needed. Barkman will work with the vice chair, secretary and the vice president for business and finance to set agendas for the coming year. It was also noted that the Transportation Subcommittee has been inactive for several years and should be removed.

Committee members expressed appreciation for the review of this council's Role Statement.

Action Items

Elections of Vice Chair and Secretary – Todd Barkman

Barkman asked for vice chair and secretary nominations.

Bauman-Bruey made a self-nomination for vice chair. Neill seconded. Motion passed.

Vander Meer made a self-nomination for secretary. Van Der Kley seconded. Motion passed.

Informational/Discussion Items

Charge #7: Review Status of Campus Safety – Scott Merlo

Scott Merlo, Director of Public Safety, began by giving a departmental overview. There are 31 officers and a community policing model is followed with a focus on customer service policing. WMU is competitive in salary and benefits.

Merlo provided initiatives as follows for the Department of Public Safety:

- Policy overhaul based on best practices, working to make everything paperless, a new evidence room and looking to put in cameras.
- Working with the Kalamazoo Police Department to establish relationships with the community – a specific officer assigned.
- Establishing a residence hall liaison and developing crime prevention programs. Officer(s) attend several sessions per year with students and faculty.
- A bike patrol officer.
- Speaking to numerous student groups and attending classes. Officers are accessible to students, walk through halls and make themselves visible in patrols.
- Media is used to promote safety. Public websites are monitored and emails are used providing information to officers. Facebook and Twitter are also utilized.
- A Campus Safety Committee is chaired by Tom Edmonds and the RAVE alert system is working well. University Relations reports through the CLERY system.

- Agency collaboration with the Kalamazoo Sheriff's Department, Kalamazoo Police Department and the Portage Police Department. Merlo attends monthly meetings with the chiefs of each department and the Kalamazoo Prosecuting Attorney. Monthly meetings are also held with faith based groups.
- Kalamazoo Dispatch Authority – There are five dispatch centers and the goal is to consolidate services with both the city and township police and fire departments. Radios have been replaced with FM so all can communicate if there is an incident.
- An officer is on the county-wide SWAT team and officers consistently train with the city. All officers have had intervention training.
- Medical Emergency – Officers are trained to respond to health and well-being calls. Training offered to faculty and custodial. Risk Management should be invited to give information on training for CPR.
- WMU has invested in alarm systems. Radios are not as effective because people do not know how to use them and batteries go dead when not used.
- Merlo speaks to many parents and anyone that has concerns about safety.

Van Der Kley asked for a reaction to K9 unit. Merlo stated it is a great policing tool. Bauman-Bruey thought it was an effective way to monitor students and Brown added that students really like seeing the dogs around.

Safety ratings change, it depends on the most recent event rather than a trend. The philosophy of working with students for safety is proactive and works well.

WMU also partners with the Kalamazoo Police Department to make sure areas are safe during breaks and we will continue working with each other to make improvements.

Bauman-Bruey wanted to know why the emergency notification system is not used more frequently. There is now an email component that will give further instructions on the notification system. Text messaging is limited to a certain number of characters. WMU will continue to improve our notification system.

Prioritization and Process for Tackling 2016-17 Charges – Barkman

Barkman requested input and priorities for the CPFC Charges for 2016-17. Suggestions were made and discussion ensued on different ideas. Following is a summary:

1. Role statement and effectiveness of council practices were discussed in the chair's comments earlier in the meeting.
2. Risk Management is an important topic expressed by council members. Reviewing and having a guest speaker would be appropriate.
3. Student Recruitment – Hearing from Terry Curran, the new associate provost for enrollment management, in November or December would be a good start for discussion leading into future academic budgets.

4. Wayfinding and Signage will be implemented. More detailed information from David Dakin would be desirable.
5. Business and Technology Research Park II – An update from Bob Miller and/or David Dakin in November or December, if possible.
6. Capital Outlay Projects – A suggestion was made to have more input before the September meeting of each year. Gershon thought it would be good to have reports when projects come up. Van Der Kley added that priorities come up in the summer. The projects "to do" are determined by the State funding granted to WMU. If there are questions on the project or if early input is desired, this could be discussed at a March meeting. The process does not facilitate what the council would like for certain projects. Once a project is on the capital outlay list, this council is asked for their input.
7. Campus Safety – Completed.
8. Athletics – In the past, the athletic director has been invited to speak at a council meeting. It is a good idea to begin with a report from the athletic director. Van Der Kley confirmed that she has never made any comments on this charge. Bauman-Bruey reminded all that we are an advisory council.
9. Fund raising process impacting Academic Affairs – Need to review the process.

Barkman reminded everyone that we are not bound by charges on this list and it can be changed and additional topics added.

Adjournment

Motion made to adjourn at 4:55 p.m. by Ramsey, supported. Motion passed.

Linda Poquette
Recording Secretary