

**Campus Planning and Finance Council
Minutes of 16 January 2024**

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 16 January 2024 via Webex video conferencing by Geoffrey Lindenberg, chair.

Members Present: Todd Barkman, Cheryl Bruey, Mohammad Daneshvar Kakhki, Betty Dennis, Brett Geier, LuMarie Guth, Lynne Heasley, Kristen Hodge (substitute for Melissa Rajter), Valerian Kwigizile, Geoffrey Lindenberg, Colleen Scarff, Tyler Smith

Members Absent: David Dakin, Jan Van Der Kley

Advisory Members Present: Christopher Cheatham, Tony Proudfoot, Jeff Spoelstra

Ex Officio Member Present: John Jellies

Quorum

A quorum was present with 13 members in attendance, of the 10 needed to establish quorum.

Agenda

[MOTION] It was moved by Kwigizile, seconded by Heasley, to accept the agenda as presented. The motion carried unanimously.

Minutes

[MOTION] It was moved by Jellies, seconded by Smith, to approve the 5 December 2023 minutes as presented. The motion carried unanimously.

Reports of Officers

Chair Lindenberg announced that President Montgomery and Will Stutz, Associate Director, Office of Institutional Research, are confirmed as guests for upcoming meetings to address relevant charges. Guth reported on CPFC presentation at the December Faculty Senate meeting where the Senate was updated on CPFC activities.

Ex Officio Jellies did not report.

Reports of University Representatives

Scarff reported the following:

1. In February, University Budgets will be actively working on the fiscal 2024/25 budget. This will be dependent on an upcoming release from the governor and results of the spring census on 19 January 2024.
2. There will be a review this year of the Strategic Resource Management (SRM) budget model with a goal to have the report ready for fiscal year 2025/26. There will be a representative committee including the colleges and other key stakeholders.
3. The new housing project will be funded through multiple sources including campus housing. General funds will not be a funding source. There was discussion of the mix of housing offerings with a focus on the need for affordable campus housing. This will be mitigated somewhat by the reopening of Henry Hall.

Cheatham reported the following

1. Search committees for the dean position in the College of Health and Human Services (CHHS) and the dean position in Merze Tate College are progressing as expected with a goal start date for the permanent deans of 1 July.
2. The Spring 2024 headcount, compared to last year at one day before census, is down 0.6% (-86). Undergraduate enrollment is down 3.2% (-397) and graduate enrollment is up 10.8% (+311). Spring 2024 student credit hours, compared to last year one day before census, are down 0.9%(-

1,595). Undergraduate enrollment is down 2.2% (-3,450) and graduate enrollment is up 9.5% (+1,855). These changes are outperforming expectations for the Spring 2024 semester.

3. Spring 2024 retention, compared to last year, one day before Census, is up 0.6 percentage points for freshmen, up 3.2 percentage points for sophomores, down 0.4 percentage points for juniors and up 1.7 percentage points for seniors. Gains in retention are being attributed to initiatives from the Empowering Futures grant. First Time in Any College (FTIAC) student retention is 0.6% higher than last year.
4. Credit hours for College of Arts and Sciences are down 5%, Aviation down 4%, Education up 7%, Fine Arts up 6%, Engineering down 2%, Business up 2%, Health and Human Services down 1%, and Merze Tate up 23%. This may affect budgets based on how the figures align with projections.
5. As of 5 January, undergraduate beginner applications and admits are up 11.7% and 11.3%, respectively. Applications for Masters are down 7.1% (-38) while admits are down 9.3 (+19) and doctoral applications are up 14.2% (+33) and admits are down 27.3% (-2).

Proudfoot reported a new cycle of promotions this year is receiving positive feedback. Applications are up with four more months of recruiting. There was discussion of the need to move the Martin Luther King Jr. Day event, due to a pipe burst in Miller Auditorium.

Spoelstra reported the following:

1. Dr. Steve Bertman is the new Climate Fellow.
2. The Office for Sustainability is writing a job description for a graduate student.
3. The usage of the e-vehicle charging network is being analyzed and results will be shared in an upcoming report. There was a discussion of the location of the e-vehicle chargers, which was limited by existing infrastructure. As for the most recent parking structure plans, there is capacity for chargers in the new ramp.
4. There is a virtual sustainability tour in development to share with prospective students. Any ideas for tour points are welcome.
5. Campus employees are encouraged to seek upcoming opportunities for state and federal funding for medium to high-priced items in the years ahead as there are many in development. There is an event series on campus focusing on climate crisis and solutions. [The series' link.](#)
6. The Office for Sustainability is examining opportunities to integrate sustainability into the upcoming campus master plan. The Council discussed recommending the university's new Climate Fellow, Dr. Bertman, to participate on the committee for the campus master plan. Jellies will get input from the Faculty Senate Executive Board.

Dakin did not provide a report due to his absence.

Van Der Kley did not provide a report due to her absence.

Unfinished Business

None.

New Business

None.

Announcements

None.

Adjournment

[MOTION] It was moved by Dennis, seconded by Jellies, to adjourn the meeting at 4:22 p.m. The motion carried unanimously. The Campus Planning and Finance Council will meet next on 20 February 2024 via Webex video conferencing at 3 p.m.

Approval

Submitted by LuMarie Guth, Secretary

Minutes approved 20 February 2024.