
**Campus Planning and Finance Council
Minutes of 19 November 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 19 November 2024 via Webex video conferencing by LuMarie Guth, chair.

Members Present: Todd Barkman, Cheryl Bauman-Bruey, David Dakin, Kim Ganzevoort, LuMarie Guth, Lynne Heasley, Valerian Kwigizile, Geoffrey Lindenberg, Colleen Scarff

Members Absent: Mohammad Daneshvar Kakhki, Luke Kritzman, Jan Van Der Kley, Jessyca Olvera

Advisory Members Present: Christopher Cheatham, Jeff Spoelstra

Advisory Members Absent: Tony Proudfoot

Ex Officio Member Present: Osama Abudayyeh

Guests: Grace Anderson, Western Student Association Director of Sustainability; Steven Bertman, Professor, School of Environment, Geography, and Sustainability; Harper Horvath, Student; Nicole Kalmbach, Student Affairs Director of Business Operations; Kate Martini, Assistant Professor, Psychology;

Quorum

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

Agenda

It was amended to move the committee discussion up on the agenda.

[MOTION] It was moved by Bauman-Bruey, seconded by Heasley, to accept the agenda as amended. The motion carried unanimously.

Minutes

[MOTION] It was moved by Bauman-Bruey, and seconded by Kwigizile, to approve the 15 October 2024 minutes as presented.

Reports of Councils/Committees Standing Committee(s)

A proposal for a standing committee of the CPFC was shared prior to the meeting. Discussions follow:

1. Ex Officio Abudayyeh reported that the Faculty Senate Executive Board creates Council committees and requires a Memorandum of Action (MOA);
2. Planning and design teams at WMU operate year-round but CPFC and proposed committee do not;
3. Planning projects start at all times and vary by project; goals and objectives are important to hand to project teams, but to insert a new review group into projects would be impractical and burden staff teams;
4. Councils are advisory, there is no authority;
5. Implementation plans are lacking in the proposal; would the committee be meeting with planning? A separate council might be more appropriate;
6. At what point do the sustainability aspects of a project open for input? It is more than what CPFC currently does; the proposed group to include subject experts;
7. Difficult to fit into CPFC two-hour meeting time blocks;
8. Committees can have standing charges as well as flexible charges;
9. A standing committee can have an independent schedule; committee could meet in the summer, but the Faculty Senate cannot officially schedule summer meetings;
10. All are welcome at information-sharing and input sessions;
11. Previous discussion included the interest and opportunity for the proposed committee to contribute to the presidential search process;

12. Ex Officio Abudayyeh suggested CPFC add sustainability to its council name
13. Spoelstra emphasized that the WMU Strategic Plan Sustainability goal has not moved to an “action planning” or implementation phase; three other goals have advanced to action planning;
14. WMU can review upcoming campus projects earlier to address greenhouse gas (GHG) emissions, long term cost savings, and potential to advance decarbonization;
15. Bertman committed to further discussing logistics; task force will meet again;
16. CPFC will bring forward in December if the task force has new information.

Bertman left the meeting at 3:40 pm.

Horvath left the meeting at 4:15 pm.

Anderson left the meeting at 4:24 pm

Martini left the meeting at 4:30 pm.

Kalmbach left the meeting at 4:40 pm

New Business

Charge 3: Review Strategic Resource Management Budget Model Implementation

1. President Montgomery called for a minor review for rule adjustments; an overhaul will occur later when new leadership is in place. Advisory group includes deans, Provost, Diane Anderson, and Jan Van Der Kley;
2. Scarff, Cheatham, and Kalmbach are tasked with bringing feedback to the advisory group;
3. Ongoing discussions include the following topics:
 - a. Indirect Cost Accounts (IDC) - recovery and flow to divisions;
 - b. Graduate tuition - one full-time equivalent (FTE) can encompass a range of credits; how to value graduates; perception that there is a deterrent to growing program;
 - c. University Participation Assessment (UPA) - destinations and misperceptions that service units are growing;
 - d. Strategic Initiatives – status;
 - e. Differential tuition as it relates to UPA – does the model deter collaboration?
 - f. Have class fees increased? – issue of changing curriculum to take credit hours
 - g. Many of these concerns were raised before Strategic Resource Management (SRM) was established; discussion of aviation fee;
 - h. Approaches to subvention;
 - i. SRM was created during a time of campus decline; in stability and growth, concerns are emerging; demographics still point to enrollment cliff in years ahead and state support remains uncertain;
 - j. CPFC emphasized that increased transparency is important;
 - k. Change percentages - change methodology; adjust framework for long term strategy;
 - l. Is Strategic quality indicators working?
 - m. Group encouraged clarification of why the Professional Activity Report (PAR) is important.

Reports of Officers

Chair Guth reported the following on the November Faculty Senate meeting.

Ex Officio Abudayyeh reported on two items earlier.

Reports of University Representatives

Scarff reported that the enrollment forecast committees will be starting soon.

Scarff reported for Van Der Kley. Fair Labor Standards Act (FLSA) was overturned in court and WMU will maintain changes implemented in July. Michigan law concerning student employees earning sick leave is stalled in Lansing.

Cheatham reported the following:

1. 56 days from census, undergraduate headcount is down 0.8%. Graduate enrollment is up 2.2%. Overall enrollment is down 0.2%;

2. Retention, trending lower than this time last year; First Time in Any College (FTIAC) fall 2023 vs fall 2024, 84.9% vs. 83.4%, trending 1.5% lower;
3. Office of Faculty Development has retention training opportunities
 - a. Good practice to submit mid-term grades; room to improve
 - b. Opening window longer for mid-terms
 - c. Many conflicts with other faculty processes
4. Cheatham encourages feedback on the FARS; some of those competing responsibilities are set in contracts;
5. Heasley noted that number one predictor of success in class is attendance, suggested promoting “attendance matter” for all.

Kwigizile left the meeting at 5 p.m.

Heasley left the meeting at 5 p.m.

Dakin reported the following:

1. Parking structure is set up for two uses including Arcadia Flats residents; the rest is pay by plate. Parking Services determining rates. Twenty electric vehicle (EV) parking spots were added.
2. Campus Master Plan effort is coming to a close and final workshops are scheduled in November.

Action Items

None.

Unfinished Business

None.

Announcements

None.

Adjournment

[MOTION] It was moved by Barkman, seconded by Bauman-Bruey, to adjourn the meeting at 5:30 p.m. The motion carried unanimously. The Campus Planning and Finance Council will meet next on 10 December 2024 via Webex video conferencing at 3 p.m.

Approval

Submitted by Jeff Spoelstra, Secretary

Minutes approved on 10 December 2024