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**Campus Planning and Finance Council  
AMENDED Minutes of 10 December 2024**

**Call to Order**

The regular meeting of the Western Michigan University Faculty Senate Campus Planning and Finance Council was called to order at 3:01 p.m. on 10 December 2024 via Webex video conferencing by LuMarie Guth, chair.

**Members Present:** Hellen Agbevey, Todd Barkman, Cheryl Bauman-Bruey, Shonda Buchanan, David Dakin, Kim Ganzevoort, LuMarie Guth, Lynne Heasley, Luke Kritzman, Valerian Kwigizile, Nicholas Rowe (substitute for Geoffrey Lindenberg), Colleen Scarff, Jan Van Der Kley

**Members Absent:** Mohammad Daneshvar Kakhki, Jessyca Olvera

**Advisory Members Present:** Christopher Cheatham, Jeff Spoelstra

**Advisory Members Absent:** Tony Proudfoot

**Ex Officio Member Present:** Osama Abudayyeh

**Guests:** Rob Pennock, Director of Auxiliary Enterprises

**Quorum**

A quorum was present with 14 members in attendance, of the 10 needed to establish quorum.

**Agenda**

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

**Minutes**

**[MOTION]** It was moved by Bauman-Bruey, and seconded by Kwigizile, to approve the 19 November 2024 minutes as presented. The motion carried unanimously.

**Reports of Councils/Committees Standing Committee(s)**

Revised proposal for a Sustainability Subcommittee has been delayed.

**New Business**

Charge 4: Review, provide input, and report on the campus master plan and construction projects that are in the various stages of planning or implementation. Review and assess the need for and amount of deferred maintenance across all WMU buildings and campuses. Conclude the initiative by producing a report to the Executive Board or a Memorandum of Action.

1. Presentation from Pennock, "WMU Busing": slide content
  - a. Campuses Metro, contract expires 21 July 2025
    - i. Busing around main campus
    - ii. Busing to and from Engineering College
    - iii. Busing to and from College of Health and Human Services
    - iv. Students, faculty & staff can ride with ID
    - v. Routes have evolved as student requests have changed
  - b. Aviation Indian Trails, contract expires 15 August 2025
    - i. Busing to and from College of Aviation (Battle Creek)
    - ii. Students, faculty and staff can ride with ID
  - c. Metro – Citywide, contract expires 31 July 2025
    - i. Access to 19 city routes
    - ii. 80% of ridership on three of the 19 routes in Fiscal Year (FY) 2023/24
    - iii. Students, faculty and staff can ride with ID
2. Surveys typically capture 10% of students;
3. Aviation route runs about 10 times per day;

4. Campus and citywide ridership FY21/22 273,988; FY22/23 368,431; FY23/14 366,390 (estimated);
5. Discussion prompted by questions from IEC ahead of time:
  - a. Number to call before and after 5 p.m. 269-337-8222;
  - b. Content Management System (CMS) webform goes directly to Pennock. There has been lower than normal complaints this year;
  - c. Service hours designed for the time period when classes run and adjustments happen routinely. It is a balancing act to provide best available service within a budget;
  - d. Safety and Accessibility Concerns – changes are continually made for safety and accessibility;
  - e. Pennock is in contact with Sean McBride from Metro about Demand Responsive Transit (DRT) on campus. Similar to UBER.
  - f. Metro does have a pilot program call Via. The program seems to be doing well. Via may not be a great fit for us during regular school hour, but may be a good fit for after hours and special situations. Via may be a solution to maintain financial feasibility with declining resources.
  - g. Metro Connect has been explored using large vans, but WMU would have to provide drivers;
  - h. CPFC questions were familiar to Pennock and have been addressed or are in process;
  - i. Students can see where buses are on smartphones using the GPS enabled phone app MyStop. There is work on making reporting instantaneous;
  - j. Theater students are often released at 11:30 p.m. at night, some later. Many walk to Valley fine arts housing. Female and female presenting students express the most concern. Pennock's most promising solution is Via.
  - k. What about one late night bus for theater, late library releases, or late Miller shows? It is being considered now but does not expect that change will occur. Dakin stated that it is likely that the historic pedestrian friendly campus strategy will continue and expand.
  - l. Pennock's biggest concern/challenge is wheelchairs getting to and from buses in winter. The buses have lifts to ease loading and unloading;
  - m. Agbevey offered to help get expressions of student support for grants if that could be helpful;
  - n. WMU and Metro partnered on a grant to renovate the Rood Hall bus exchange area which is in progress;
  - o. Metro Via cannot serve Aviation because it is out of the county;
  - p. Perhaps an on demand Uber-style service could serve the few late-night flight students;
  - q. Regarding ROTC travel to Michigan State University, an Indian Trails contract review is coming up;
  - r. Aviation having trouble getting rider data for the upcoming Indian Trails contract negotiation; Pennock gets them daily; Rowe has doubts that data accurately reflect riders load and unload at the Aviation campus;
  - s. Indian Trails covered by general fund for base operations; Aviation and College of Engineering and Applied Sciences (CEAS), sought extra routes and the colleges cover those additional runs. Rowe will follow up. Scarff notes that Engineering is restricted to City Metro buses vs. Aviation custom requests with Indian Trails; Rowe is concerned at how expensive the last contract was and is trying to prepare for good negotiations;
  - t. Budget declines have been due to changes in past fees declining and being reworked, which is ultimately related to enrollment decline;
  - u. Graduate Student Association (GSA) is concerned about response time to reported issues, a number goes to Metro. Dispatch answers after business hours. Metro stated that service returns every call if a name and number are provided for a call back. Metro has video on buses. GPS can show us where buses are minute to minute;
  - v. Regarding climate of city/county transportation, Pennock reported that labor issues still have not recovered since Covid. It is a public and have a governing board; citizens can approach through that route;
  - w. Campus Master Plan, Dakin reported that an announcement about January sessions will be available in the next few days.

Ganzevoort joined the meeting at 3:25 p.m.

Scarff joined the meeting at 3:30 p.m.  
Van Der Kley joined the meeting at 3:35 p.m.  
Pennock left the meeting at 3:53 p.m.

### **Reports of Officers**

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

1. The meeting was themed around the Diversity, Equity, and Inclusion (DEI) focus in the WMU Strategic Plan;
2. Academic and Information Technology Council (AITC) urged more classroom Information Technology (IT) support and recommended University data is not inputted in any AI system other than Microsoft Pilot;
3. Candy McCorkle presented on structure and mission of the DEI Office;
4. Several questions came up from professional concerns;
  - a. Federal administration pressure on higher education and DEI;
  - b. A video of the incoming federal administration;
  - c. Suggestion that WMU disinvest from X (formerly known as Twitter) due to policy change and the ownership of content.
5. January plan, review CPFC progress, present the sustainability committee effort.

Ex Officio Abudayyeh did not provide a report.

### **Reports of University Representatives**

Scarff reported on the planning to book fiscal 2024-25 budget and considering strategic initiatives; Enrollment forecast looks to be 0.5% down at this time.

Van Der Kley did not provide a report.

Cheatham joined the meeting at 4:04 p.m.

Cheatham reported that enrollment is at 35 days to spring census. Undergraduate is down 1.4% compared to last spring. Graduate is down 2.6%. Overall is 1.6%; A question was asked on what percentage of students register at the last minute. The answer will be explored and reported. Regarding midterm grade reporting, deadlines that fall is a busy time period for faculty, Cheatham reached out to registrar. The registrar would be fine with delaying/changing the deadline but that advising leadership emphasized the need for a two-week window related to priority registration. Members advocated for a day or two past fall breaks.

Dakin reported:

1. Final Master Plan sessions are coming up on 22 November at 3 p.m. and 23 November at 9 a.m.;
2. The year-long master planning effort is near conclusion and has generated a tremendous amount of material, summary sessions will be broad overviews; additional sessions are possible for more details;
3. Chair Guth will connect with Dakin to plan sessions;
4. Assisting College of Aviation with a sub-master plan on Battle Creek facilities and programming priorities;
5. New Valley Residence Hall work continues;
6. New parking ramp substantial completion expected 23 September; opening may be in January but has not yet been finalized;
7. Bernhard Center demolition is complete and grass will be planted in the spring;
8. Michigan Geological Repository for Research and Education Building (MGRRE) planning is ongoing and have secured a temporary lease extension;
9. Autism Center is moving into Unified Clinics;
10. West Hills modernization is underway;
11. Pedestrian and greenspace design work along pedestrian mall/Michigan Avenue is beginning;
12. Knauss decommissioning plans to be finalized this week.

Kritzman reported that Western Student Association (WSA) is finishing up the semester, funded \$255,000 to Registered Student Organizations (RSO), 86 students attended conferences, the home fund received 20 unique applications for funding for campus improvements, WSA attendance included 294 unique students and 190 unique RSOs, and are heading into election season. The home fund is administered by the chief of finance, \$15,000; examples included Native American Student Organization (NASO) honorariums, a high school marching band student visit, student recreation center climbing wall, and events for parents' weekend; requests can come from students or RSOs. It has been observed that more students are requesting to start new RSOs. Kritzman does not know the growth of RSOs, but more RSOs are utilizing WSA funding including startup funds of \$350.

**Unfinished Business**

None.

**Announcements**

None.

**Adjournment**

**[MOTION]** It was moved by Bauman-Bruey, seconded by Kwigizile, to adjourn the meeting at 4:26 p.m. The motion carried unanimously. The Campus Planning and Finance Council will meet next on 21 January 2025 via Webex video conferencing at 3 p.m.

**Approval**

Submitted by Jeff Spoelstra, Secretary

Minutes approved 4 February 2025.