
CAMPUS PLANNING AND FINANCE COUNCIL
Minutes of 18 November 2025**Call to Order**

The regular meeting of the Western Michigan University Faculty Senate Campus Planning and Finance Council was called to order at 3:03 p.m. on 18 November 2025, on Webex by LuMarie Guth, chair.

Members Present: Cheryl Bauman-Bruey, Mia Breznau, Kim Ganzevoort, LuMarie Guth, Lynne Heasley, Brittani Jackson, Grace Klang (substitute for Abigale Airo), Valerian Kwigizile, Nicholas Rowe, Colleen Scarff, Wayne Stitt, Sara VanderVeen

Members Absent: Todd Barkman, Shonda Buchanan

Advisory Members Present: Sara Nelson, Jeff Spoelstra

Ex Officio: Osama Abudayyeh

Guest(s): Remzi Seker, Vice President for Research and Innovation

Quorum

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

Agenda

Guth added a discussion of Memorandum of Action (MOA) MOA-25/12: *Establish Cross-Listed Courses Policy* in unfinished business.

[MOTION] It was moved by VanderVeen, seconded by Bruey, to approve the agenda as amended. The motion carried unanimously.

Minutes

An amendment was made in Reports of University Representatives to correct 3.5% to 3.0%.

[MOTION] It was moved by Kwigizile, seconded by Rowe, to accept the minutes as amended. With two abstentions, the motion carried.

Stitt joined the meeting at 3:13 pm

Guest Report

Scarff and Seker presented a Budget Process Review Update as it pertains to CPFC Charge #3. Scarff reported that the WMU Strategic Resource Model budget went live in fiscal year 2022. Fiscal year 2021 had been a hold-harmless year. Then, President Montgomery planned for a review at year three of implementation. Leaders and deans formed the workgroup, which discussed graduate tuition allocation and indirect cost (IDC) recovery. Originally, the graduate tuition allocation was applied to the college of enrollment of each student. After reviewing and modeling, the allocation was modified to apply to the college of instruction. This modification is progressing through its third year.

Seker reported that IDC recovery percentages are mixed across units. The workgroup was also tasked to discuss incentivizing research. In addition, F&A is being limited at the 15% federal level. It was noted that several funders are using 15%. If this is maintained, then nothing at WMU should change; however, if it were to change, then WMU will revisit the existing distributions of F&A percentages (e.g., Department, PI, College, ORI, etc.). These issues are currently uncertain, and it is speculation regarding the OMB guidelines. The negotiated rate at WMU is currently 52%.

Scarff reported that the workgroup considered implementing multiple UPA rates, which are internal tax rates on revenue. However, the budget office indicated that it did not have the staffing and capacity for that action. A perception exists that the UPA has been taxing growth and providing funding to service units instead of the colleges. Existing UPA rates remain unchanged. The workgroup also discussed infrastructure changes outside of the UPA, but it was realized that WMU has not recently reviewed and considered base budgets compared to performance metrics.

The workgroup reviewed subvention, which is the reallocation process amongst the colleges. The perception is that subvention is too complicated. The deans have been tasked with proposing a better strategy.

In general, the workgroup considered what is needed to promote collaboration and revenue generation. The feedback has been that the SRM budget model is lacking and appears to tax growth. The SRM will remain in action for this fiscal year. The budget was booked as of 17 November and will appear in GLOW on 19 November. The Academic Affairs subvention distribution is published online. It was noted that President Kavalhuna has received feedback during listening sessions regarding the SRM and is considering it.

Council members commented on building fees per square foot, taxes on differential tuition, costs for space on campus, and flight fees.

Seker and Scarff left the meeting at 3:43 pm.

Heasley joined the meeting at 3:45 pm.

Reports of Officers

Chair Guth reported on the last Faculty Senate meeting, including an enrollment update from Interim Provost Cheatham, and a presentation on the Re-up Program, external partnerships, neighborhood plans, and the gateway to the new arena, which were related to the Strategic Plan focus area of Community Building. Alumni Engagement presented a three-year strategy, and legal counsel gave an update on compliance.

Ex Officio Abudayyeh did not provide a report.

Jackson joined the meeting at 3:57 pm.

Action Item

The council clarified that Vice President Van Der Kley will be the standing member for Business and Finance and University Budgets, and Scarff will serve as a substitute.

Reports of University Representatives

Scarff reported that Governor Whitmore recently proposed a 10% administration penalty cost as unenforceable.

Nelson reported current retention, admission, and enrollment numbers.

VanderVeen reported that the Board of Trustees approved the five-year Capital Outlay Plan, which is available on the Facilities Management website under transparency. This plan is significantly different than previous plans and includes upcoming maintenance projects. The CPFC will include a presentation and discussion at an upcoming meeting to foster input and harmonize the plan with the Campus Master Plan. The College of Health and Human Services is launching an integrated planning study including curriculum, programming, and indoor space usage. It was suggested to consider the outdoor environment also be included. The study is being funded by the CHHS. Facilities Management is providing deferred maintenance and an asset renewal exercise for Student Affairs. One example is LED lighting upgrades. General-fund work includes \$9.8 million for 74 targeted projects.

Spoelstra reported that electric vehicle charging stations have seen a spike in usage since 1 September. The Wellbeing Collective Space and Place Committee is discussing healthy indoor and outdoor environments and opportunities to enhance wellbeing. Eight student ideas emerged in the Bronco Challenge for Sustainable Impact design competition, and presentations are scheduled for the spring semester.

Breznau reported that 187 students attended the 5 November Western Student Association meeting. In October, allocations funded 32 Recognized Student Organizations, 56 events, and eight conference activities, awarding a total of \$127,600. The semester award total is \$419,000.

Klang reported that the Graduate Student Association hosted 30 students at a dissertation workshop. GSA is setting up a virtual writing circle, and meet-ups are taking place (e.g., volleyball). The three-minute thesis competition was today, with another scheduled for the spring semester.

Reports of Council/Committee Standing Committees

Spoelstra stated that the Sustainability Committee has formed a subcommittee regarding its first charge of identifying and listing all sustainability efforts (e.g., groups, individuals, and communication channels) across the University. An upcoming action will include locating and publishing all internal guidelines, specifications, and policies to establish accountability for sustainability in the strategic plan, which covers waste reduction, emissions reduction, and carbon neutrality. Questions have been raised regarding the downtown arena project with respect to waste prevention and emissions. It was suggested that inquiries be addressed to the arena project website and active FAQ webpage.

Heasley encouraged input regarding sustainability, including what and who is responsible and existing communications channels.

Unfinished Business

CPFC approved MOA-25/12: Establish Cross-Listed Courses Policy at its last meeting and suggested seeking co-representation from the Undergraduate Studies Council and the Graduate Studies Council. GSC suggested a compromise pertaining to the withdrawal deadline and mid-term grade due dates. Guth conducted a literature review and is now considering a one or two week shift instead of what was included in the original MOA language. It was noted that it may be considered an advantage for aviation faculty due to the proximity to fall break, and for submitting grades. Discussion was held.

[MOTION] It was moved by Ganzevoort, seconded by Rowe, to amend the previous MOA and change the withdrawal deadline from week nine to week 11. With one abstention, the motion carried.

Guth reviewed CPFC charges:

1. Administrative
2. Accomplished, with the Strategic theme to be covered at the 30 April 30 Senate meeting
3. Addressed at this meeting with an interest in inviting Interim Provost Cheatham at a future meeting
4. Master Plan and Capital Outlay will be topics at future meetings with respective guests
5. Arena Project working group has been established but has yet to meet. The workgroup includes Bruey, Spoelstra, and Rowe. It was suggested to invite Bartholomae and Breneman as February and March meeting guests. Upcoming tasks include compiling media coverage and locating website FAQs.
6. Assistant Vice President of Enrollment Management Kristen Salomonson has been invited to the December meeting to address current strategies for recruit, retention, financial aid packaging, metrics, outcomes, costs, and differences across colleges and programs

Adjournment

[MOTION] It was moved by Jackson, seconded by Ganzevoort, to adjourn the meeting at 4:41 p.m. The motion carried unanimously. The Campus Planning and Finance Council will meet next on 16 December 2025 on Webex at 3 p.m.

Approval

Submitted by Jeff Spoelstra, Secretary

Minutes were approved on 16 December 2025.