9-11-2019

WMU Board of Trustees Formal Session September 11, 2019

WMU Board of Trustees

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Western Michigan University
BOARD OF TRUSTEES

Wednesday, September 11, 2019

Closed Informal Session – 9:00 AM

Formal Session – 11:00 AM, Bernhard Center Rooms 157-159

1. Acceptance of the Agenda – Bolger
2. Approval of the Minutes (June 26, 2019 Meeting) – Bolger
3. Remarks by the Chair – Bolger
4. Remarks by the President – Montgomery
5. Comments by the Faculty Senate President – Gershon
6. Comments by the Western Student Association President – Smith
7. Comments by the Graduate Student Association President – Morris
8. Title IX Process Review – Craig
9. The Power of the Mentorship – Davis
10. Public Comments Regarding Action Items – Schuemann

Action Items – Bolger

11. Adoption of a Land Acknowledgement Statement for Western Michigan University – McCorkle
12. Conflict of Interest Policy for the Board of Trustees and Senior Administrative Officials – Swartz
13. WMU Foundation Investment Committee Oversight of Defined Contribution Plan – Van Walbeck
15. Revised Operating Cash Investment Policy Statement – Van Walbeck
16. State Capital Outlay Priority List – Dakin
17. Consent Items – Bolger
   A. Personnel Report
   B. Research and Innovation Quarterly Report
   C. University Policy Review and Approval
   D. Multiple Liquor License Applications
   E. Operating Cash Investment Performance Report
   F. Annuity and Life Income Funds Performance Report
18. General Public Comments – Schuemann

Supplemental and supporting agenda materials can be viewed at: http://www.wmich.edu/trustees
Proposed Meeting Minutes

June 26, 2019

The Board of Trustees (BOT) Formal Session was called to order by Chair Bolger at 11:12AM on Wednesday, June 26, 2019. The meeting was held in the Bernhard Center Rooms 157-159. Presiding were Chair Bolger, Vice Chair Chen-Zhang, and Trustees Behen, Edgerton, Johnston, Kitchens, Penn, and Rinvelt.

A motion to accept the June 26, 2019 BOT agenda was made by Trustee Penn, with a second from Trustee Kitchens. The motion passed unanimously.

A motion to accept the minutes as exhibited from the April 24, 2019 BOT meeting was made by Trustee Johnston, with a second by Trustee Kitchens. The motion passed unanimously.

Remarks were provided by Chair Bolger – Attachment A followed by remarks from President Montgomery – Attachment B.

Faculty Senate President R. Gershon and Graduate Student Association (GSA) President C. Morris provided comments regarding their respective areas and their ongoing activities and initiatives relating to shared governance, promoting student involvement, and academic enrichment. See Attachment C for remarks by Faculty Senate President R. Gershon.

President Montgomery introduced E. Warr as a Greenleaf student scholar. Mr. Warr shared his personal success story and the opportunity provided through WMU and the Greenleaf Scholar program.

There was no indicated public interest in providing commentary regarding any Action Item.

As Action Items, Vice President for Business and Finance J. Van Der Kley recommended Tuition and Fees for 2019-2020. A motion to accept the Tuition and Fees for 2019-2020 was made by Trustee Penn with a second by Trustee Behen. The motion passed unanimously.

Vice President for Business and Finance J. Van Der Kley next proposed the University Budget for 2019-2020. A motion to accept the University Budget for 2019-2020 was made by Trustee Kitchens with a second by Trustee Penn. The motion passed unanimously.

Associate Provost C. Cheatham next advocated on behalf of the proposed list for Academic Tenure and Promotion. A motion to accept the list for Academic Tenure and Promotion was made by Academic Tenure and Promotion and passed unanimously.
Vice President for Business and Finance J. Van Der Kley next advocated for acceptance of the Michigan State Employees Association (MSEA) Labor Agreement. A motion to accept the Michigan State Employees Association (MSEA) Labor Agreement was made by Trustee Johnston and received a second by Trustee Kitchens. The motion passed unanimously.

Vice President for Business and Finance J. Van Der Kley next proposed the Establishment of the WMU Business, Technology, and Research Park 2. A motion to accept the Establishment of the WMU Business, Technology, and Research Park 2 was made by Trustee Johnston, with a second by Vice Chair Chen-Zhang, and passed unanimously.

Vice President for Business and Finance J. Van Der Kley next recommended a Lease Agreement Renewal between WMU and WMU AAUP. A motion to accept the Lease Agreement Renewal between WMU and WMU AAUP was made by Trustee Kitchens and received a second by Trustee Penn. The motion passed unanimously.

Vice President for Business and Finance J. Van Der Kley next proposed the Series 2019 General Revenue Bonds. A motion to accept the Series 2019 General Revenue Bonds was made by Trustee Rinvelt, with a second by Trustee Kitchens, and passed unanimously.

A motion to approve the Consent Items was made by Trustee Johnston, with a second from Trustee Rinvelt. The BOT unanimously approved the following Consent Items as exhibited: Curriculum Proposals; Personnel Report; New Western Michigan University Audit Committee Members; Heritage Hall Liquor License Request; Western Michigan University Board of Trustees Meeting Dates 2020; Operating Cash Investment Performance Report; Annuity and Life Income Funds Performance Report.

C. Weideman and M. Peterson both provided commentary during General Public Comments.

The BOT meeting ended at 12:35PM following a motion to adjourn by Trustee Johnston, a second by Trustee Penn, and unanimous approval.

Respectfully submitted,

Kahler B. Schuemann
Secretary to the Board of Trustees
Western Michigan University
Good morning and thank you for joining today.

Good morning. Since we were last together, the Board—with the advice and counsel of President Montgomery and his senior leadership staff—has been discussing future trends in our enrollment as well as the current and future resource needs for our University so that we can continue to flourish in the current environment of higher education.

Today, we will be making these fiduciary decisions on our current tuition and our budget for the 2019-2020 academic year. We are making these decisions with a realization of the present and with an eye towards our future.

**Fiduciary responsibilities:**

Your Board is always in pursuit of strategic ideas and futuristic concepts that will enhance WMU’s ability to provide the highest level of academics for us as a tier one university while maintaining an affordable tuition base for our students. We spend a great deal of time discussing these thoughts during our tuition setting and budget development.

**Asylum Lake:**

The tremendous amount of rain we have received this spring has caused havoc to a number of areas here at Western. The downpour this week caused some runoff into our Asylum Lake Preserve. I visited the area yesterday on my way into town and saw the very extensive new control the contractor is installing. President Montgomery and his staff and your board will continue to monitor the Preserve, as it is an extremely important treasure for our University.

**Plaudits:**

Before I turn to President Montgomery for his remarks, I would like to reflect on a bit of great news for Western. To set the stage, a little background story: For the past several years,
trustees from our 15 state universities have met for a few days each year to discuss issues of mutual concern. One of the major topics at these meetings has been the universities' role in improving and enhancing STEM instruction for our students. And, again, Western is leading the way on this important endeavor.

On behalf of the Board, I want to share with you all how honored we are to have, through Dr. Terri Goss Kinzy, vice president for research, and her team's dedicated leadership, three STEM research proposals that have advanced as contenders for the grand prize in the National Science Foundation Idea Machine competition.
University News

In early May, under blue skies and with favorable conditions for flying, we held a groundbreaking ceremony for the College of Aviation's new 67,000-square-foot Aviation Education Center at the W.K. Kellogg Airport in Battle Creek. There was a wonderful turnout and a lot of excitement for this new instructional facility.

The facility is critically needed as the College of Aviation experiences surging enrollment—35 percent in the past five years—and as the aviation industry demonstrates high demand for the exceptionally prepared professionals we produce as one of the top collegiate aviation programs in the nation. The excellence of our graduates is well known to top companies in the industry. **Within three months of graduating**, 89% of our aviation students are employed (FT-76%; PT-4%) or continuing their education (9%).

So, the expansion and renovation will allow the college to continue growing in a manner that will meet predicted market needs. We look forward to the project's completion, and we are grateful for the state's investment in it. The state and our students will experience a phenomenal return.

Speaking of groundbreaking—and as I can attest as one of the denizens of the Seibert Administration building—ground shaking, McCracken Hall has largely been dismantled. That project is slated for completion by the end of summer. There's a distance to go before it will be completely demolished, but we are thrilled to be making way for the new student center and dining facility to serve our students' needs.

In other recent news, we are experiencing change within senior leadership. Greg Rosine, who for years served as vice president for government affairs, retired last month. And attending his
final meeting before retirement is Bob Miller, our associate vice president for community outreach. Can we give a hand to both Greg and Bob?

I'd also like to take this opportunity to recognize a new team member—one who is familiar, but who hasn't been a part of the team for some time—Jeff Breneman. Jeff is our new vice president for government relations (Pending board approval a few minutes from now as part of the personnel report). He joins us on July 15.

Though Jeff has run his own public affairs firm for years and served for a period as deputy chief of staff for Congressman Fred Upton, he has the distinction of being WMU's very first VP responsible for legislative affairs in the late 1990s through the early 2000s. We are excited to have Jeff on the team again.

Accolades
I'd like to also take this opportunity to share a few accomplishments and accolades.

Congratulations to vice president for research, Dr. Terri Goss Kinzy, and College of Arts and Science dean, Dr. Carla Koretsky, for a special recognition they received recently. *Crain's Detroit Business* named each of them 2019 Notable Women in STEM. In addition to being leaders here at the University, they also are both scientists.

A professor of biological sciences, Dr. Kinzy is internationally known for her work in the areas of gene expression and protein synthesis. And Dr. Koretsky, a professor in the Department of Geological and Environmental Sciences and the Institute of the Environment and Sustainability, focuses her research in the areas of aqueous geochemistry and biogeochemistry. It's wonderful to see their scientific contributions recognized, which not only enhances their reputation as outstanding scientists but WMU's reputation, as well. We have exemplary professionals here going after discoveries that makes a difference for the world.

Another WMU scientist and his former student also were formally lauded for their good work. SafeSense, a helmet sensor company started by Dr. Massood Atashbar, a professor of electrical and computer engineering, and Dr. Binu Narakathu, our alumnus, was one of just 12 companies named a 2019 SmartZone Best Small Business Honoree at the annual Michigan Celebrates Small
Business Awards in East Lansing. When incorporated into a football helmet, the sensor technology they are working on measures the location and intensity of blows to the head. This an incredible innovation that could safeguard players from peewee sports to professional and it started right here.

And this Saturday, I know many of you will be at Miller Auditorium to witness what is always a special day on campus—commencement. We will graduate 1,349 students from nearly 40 nations during two ceremonies. With this summer commencement, the University is conferring 868 bachelor's degrees, 447 master's degrees and 34 doctorates. With a WMU degree in hand, these grads will be ready to make their own incredible contributions to the world as newly minted professionals. We know that some 90 percent of our new alumni quickly secure jobs—jobs that they are happy with—within months of graduation. Congratulations, in advance, to our graduates for earning their degrees and for what comes next.
ATTACHMENT C

REMARKS TO WMU BOARD OF TRUSTEES
June 26, 2019
Richard A. Gershon

*See Attached Slide Deck*
Western Michigan University
Board of Trustees
June 26, 2019

Richard A. Gershon, President
Western Michigan University Faculty Senate

Faculty Senate Executive Board
  John Jellies, Vice President pro tempore
  Osama Abudayyeh, Director
  Janet Hahn, Director
  Decker Hains, Director
  Marilyn Kritzman, Director
  William Rantz, Director
  C. Dennis Simpson, Director
  Sarah Summy, Director
WMU Essential Studies

- WMU Essential Studies is the new required curriculum for undergraduate students, scheduled for implementation during the fall semester of 2020. The program is designed to support the University-wide set of Essential Studies Student Learning Outcomes, which can be traced across the curriculum.
  - Expand students’ understanding of human cultures and the physical/natural world.
  - Enhance intellectual and practical skills.
  - Exercise personal and social responsibility.
  - Exhibit integrative and applied learning.
- The overall program targets essential intellectual skills, identified as learning outcomes, by integrating and applying them in content courses.
WMU Essential Studies

- Phase One: student learning outcomes developed (2015-16)
- Phase Two: structure and design (2016-17)
- Phase Three: logistics (2017-18)
  - student guidelines
  - course guidelines
  - outcomes and rubrics
- Phase Four: course submission and review (2018-19)
  - 338 courses approved
  - 128 courses invited to resubmit
  - overall curriculum review (i.e. Curriculum Map)
- Phase Five: pilot (2019-20)
  - assessment of data
  - review of courses
  - Reverse curriculum mapping
- Phase Six: program launch (fall 2020)
WMU Honorary Degree Policy

The Office of the Vice President for Academic Affairs in cooperation with the Faculty Senate is undertaking a major revision of the University’s current Honorary Degree policy.

The purpose of awarding an Honorary Degree is to recognize persons of exceptional scholarly, artistic, professional, or humanitarian achievement who exemplify the mission of Western Michigan University and whose career or lifetime accomplishments serve as models of University ideals and aspirations for its students, faculty, staff, and alumni.
WMU Honorary Degree Policy

In the past, only one type of Honorary Degree was awarded. In the future, it is hoped that we can award such degrees with a recognition towards the differences in achievement and contribution.

The following represents four suggested categories of Honorary degrees.

- Doctor of Humane Letters, honoris causa (L.H.D.), given to persons with outstanding achievement in the humanities.
- Doctor of Science, honoris causa (Sc.D.), given to persons with outstanding contributions to and service in the sciences.
- Doctor of Letters, honoris causa (Litt.D.), given to outstanding scholars in specific disciplines, exclusive of the sciences and humanities.
- Doctor of Laws, honoris causa (L.L.D.), given to persons with outstanding service to humankind at large, to learning, and/or institutions benefiting the public.
WMU Honorary Degree Nomination Guidelines

Nominations will be solicited annually by the Honorary Degree Scholastic Committee Chair in collaboration with the President's Chief of Staff. A call for nominations will be announced at the start of the academic year in September. The call will be issued via the Office of the Vice President for Academic Affairs, the Faculty Senate Office, the Office of Development and Alumni Relations as well as being posted on the WMU home page.

Nominations will be directed through one of two distinct pathways depending upon the type of Honorary degree being conferred. Nominations with connection to the Doctor of Humane Letters, Doctor of Science, or Doctor of Letters will be routed through the Honorary Degree Scholastic Committee. Nominations affiliated with Doctor of Laws will be routed through the Honorary Degree Service Committee.
WMU Honorary Degree Nomination Guidelines

HONORARY DEGREE SCHOLASTIC COMMITTEE
The Honorary Degree Scholastic Committee will consist of seven board-appointed faculty, chosen by the President upon recommendation of the Provost and Vice President for Academic Affairs, who, in turn, will solicit such recommendations from the Faculty Senate Executive Board and other academic units on campus. These seven faculty members should demonstrate scholarly achievement in their chosen field as well as reflecting one of the three pillars of Western Michigan University and its core mission.

HONORARY DEGREE SERVICE COMMITTEE
The Honorary Degree Service Committee will consist of seven members, including a member of the Western Michigan University Board of Trustees, the Vice President of Development, The President of the Faculty Senate, President of the Graduate Student Association, and the President of the Alumni Association.

The Committee will review all complete nominations received and will make recommendations to the President no later than December 1.
WMU Honorary Degree Review Process

The Committee will review these recommendations and provide a written evaluation of each Candidate to the President and Board of Trustees. No more than three Honorary Degrees will be conferred in any given year. Nomination materials for Candidates who are not selected to receive an Honorary Degree may be held over and reconsidered annually for up to five years.

If a Candidate is selected for an Honorary Degree, both the nominee and the nominator will be informed by the President that the Board of Trustees has approved the nomination. Honorary degrees will be conferred at a WMU commencement ceremony for the College(s) that contributed to the evaluation of the Candidate. Honorary Degree recipients are expected to attend the commencement ceremony in person, unless travel is prohibited due to illness or other exceptional circumstances. Alternatively, the awarding of Degrees will be conferred within one year of the Candidate's selection and (if possible) coincide with another University event.
Thank you.
PROPOSAL: Adoption of a Land Acknowledgement Statement for Western Michigan University

Background

Land acknowledgement is a process by which individuals are prompted to consider the history of the space they currently inhabit. In January 2019, a group of graduate students in the Higher Education Student Affairs (HESA) program were challenged in Dr. Kahler Schuemann’s class to explore issues facing higher education through a lens of history, culture, and student access. Collaboratively the students advocated for the idea of Western Michigan University adopting a Land Acknowledgement statement that recognizes and honors the indigenous people who occupied the land upon which Western Michigan University is located.

Dr. Schuemann presented the students’ idea to the President’s Cabinet and Dr. Candy McCorkle, Vice President for Diversity and Inclusion, volunteered to be the champion for this project. Dr. McCorkle and the HESA students have worked diligently in collaboration with the tribes of the Three Fires Confederacy in crafting this statement and gathering community support and historical evidence. The tribes collaborating in this effort are: Pokagon Band of Pottawatomi, Match-E-Be-Nash-She-Wish Band of Pottawatomi (Gun Lake Tribe), and the Nottawaseppi Huron Band of Pottawatomi. The students led by Becky Huntley also worked with a WMU Archivist who specialized in local history and cross referenced the proposal through the WMU General Counsel.

In adopting a University Statement, WMU will display leadership in fostering an environment of diversity and inclusion. The campus support is and will be evidence of our commitment to encouraging exploration of cultures and life experiences as part of a successful higher education journey. The University will recognize the importance of identifying the history of the indigenous peoples and celebrate it as part of our own.

The adoptions of this statement is supported by the following campus constituents: Western Student Association, Faculty Senate, Lee Honors College, Athletics Department, WMU American Association of University Professors, WMU Professional Instructors Organization, Teaching Assistants Union at WMU, Lewis Walker Institute for the Study of Race and Ethnic Relations, Administrative Professional Association at WMU. The following tribes have also indicated value and support: Match-e-Be-Nash-She-Wish Band of Pottawatomi (Gun Lake Tribe), Pokagon Band of Pottawatomi and the Nottawaseppi Huron Band of Pottawatomi.

While public reading of the Land Acknowledgement Statement is not required at activities, it is recommended the Statement be read at commencements and convocation while also made available for consideration with other campus events. The Statement will also be posted on the Western Michigan University “About WMU” webpage https://wmich.edu/about/mission-history, and again while not required, encouraged for inclusion on other WMU webpages.
Recommended Action

It is recommended the Board of Trustees adopt the proposed Land Acknowledgment Statement to recognize and honor the Indigenous people who inhabited the land upon which WMU is located:

We would like to recognize Western Michigan University is located on lands historically occupied by Ojibwe, Odawa, and Bodewadmi nations. Please take a moment to acknowledge and honor this ancestral land of the Three Fires Confederacy, the sacred lands of all indigenous peoples and their continued presence.
PROPOSAL: Western Michigan University Conflict of Interest Policy for the Board of Trustees and Senior Administrative Officials

Background

At the April 24th meeting, the Board approved a Conflict of Interest, Anti-Nepotism, and Gift Policy for University Employees. After reviewing the new Policy, Trustees requested the University review and update the existing Conflict of Interest Policy for Board Members and Senior Administrative Officials in conformance with the Employee Conflict of Interest Policy. The Office of the General Counsel, in consultation with the Secretary of the Board, drafted the policy.

This Policy incorporates the terms of the existing Employee Conflict of Interest Policy and language in the existing Board and Senior Administrative Officials Conflict of Interest Policy and incorporates contracting limits that are required for the Board of Trustees and the President by state law. Even though not required by law, the University has also chosen to hold Senior Administrative Officials to those same contracting standards. In accordance with the policy review and development process, this Policy was submitted to the University Policy Committee for review.

Recommended Action

It is recommended the Board of Trustees approve the revised Conflict of Interest Policy for the Board of Trustees and Senior Administrative Officials.
CONFLICT OF INTEREST:
BOARD OF TRUSTEES, EXECUTIVE OFFICIALS,
AND SENIOR ADMINISTRATIVE OFFICERS

Statement of Policy Board of Trustees Members, Executive Officials, Senior Administrative Officers, and members of the Board of Trustees Audit Committee (Covered Individuals) shall, at all times, act in a manner consistent with their fiduciary responsibilities to the University and shall exercise particular care that no detriment to the University results from conflicts between their interests and those of the University. Should any such conflict exist, Covered Individuals shall disclose those conflicts and work with the University to manage them. Conflicts may arise in situations such as outside commitments, giving or receiving gifts, participating in the contracting process, participating in the purchasing process, or others. While many types of conflicts are covered by the Conflict of Interest Policy for Employees, which also applies to Covered Individuals, the state imposes additional limitations on Members of the Board and the President, specifically with regard to conflicts of interest in contracting. The University is extending these limitations to Executive Officials, Senior Administrative Officers, and members of the Audit Committee.

Summary of Contents/Major Changes: Revised to supplement Conflict of Interest Policy for Employees; updated legal references; put in new template.

Responsible Office and Responsible Enforcement Official:
Chair of the Audit Committee, Secretary to the Board of Trustees

Classification:

X  Board of Trustees Policy

☐  Board-delegated Policy

Categories:

History:

a. Effective date of current version: September 11, 2019
b. Date first adopted: September 17, 1993

c. Revision history: Revised December 1, 2000

d. Proposed date of next review: September 11, 2022
1. Purpose of Policy

Western Michigan University’s (WMU) Board of Trustees (Board), Audit Committee (Committee) Members, Executive Officials, and Senior Administrative Officers (collectively, “Covered Individuals”) serve the public trust, and are required to fulfill their responsibilities with care and loyalty. All decisions and actions of the Covered Individuals should be made for the sole purpose of advancing the best interests of the institution and the public good. WMU’s integrity must be protected at all times, and the fiduciary relationship of the Covered Individuals must be respected in both actuality and appearance.

In addition to being subject to the Standards of Conduct for Public Officers and Employees, Act 196 of the Michigan Public Acts of 1973, as amended, MCL 15.341, et seq., members of the Board of Trustees and the University President are subject to the Conflict of Interest requirements set out in Public Act 318 of 1968, as amended, which apply specifically to conflicts of interest in contracting, MCL 15.301, et seq. This Policy establishes and clarifies the boundaries of and mechanisms for the Covered Individuals to comply with those laws. The University is extending these limitations to Executive Officials, Senior Administrative Officers, and members of the Audit Committee. This Policy is to be interpreted and applied in a manner that will best serve the interests of the University.

2. Stakeholders Most Impacted by the Policy

Board of Trustees Members, Executive Officials, Senior Administrative Officials, Audit Committee members

3. Key Definitions

3.1. Associate: any person, trust, organization or enterprise of, in or with which the individual or any member of his/her family (i) is a director, officer, employee, member, partner or trustee; (ii) has financial interest that represents 5% percent or more of his/her assets or any interest that enables him/her acting alone or in conjunction with others, to exercise control or to influence policy significantly; or (iii) has any other material association

3.2. Audit Committee: a committee formed to assist the WMU Board of Trustees in fulfilling its oversight responsibilities relating to: (1) the integrity of the University’s financial statements and internal control system; (2) the external auditor’s qualifications and independence; (3) the performance of the University’s external auditors; (4) communication with and oversight of the University’s internal auditors; (5) matters involving compliance with Board policies, including conflict of interest; and (6) other matters designated by the Chair of the Board, the President, Treasurer, or Assistant Treasurer

3.3. Designated University Official: for purposes of this Policy, the Designated University Official is the Secretary of the Board of Trustees
3.4. **Executive Official/Senior Administrative Officer:** the Provost, vice presidents, the Secretary of the Board, and other officials as determined by the President

3.5. **Family:** in addition to the definition of family in the Conflict of Interest for Employees policy, the term “family” in this Policy includes other relatives and other individuals who live in the same household and share expenses

3.6. **Fiduciary:** someone who is required to act for the benefit of another person on all matters within the scope of their relationship; one who owes to another the duties of good faith, loyalty, due care, and disclosure.¹

3.7. **Substantial Conflict of Interest:** an actual personal interest in a contract that is of such substance to induce action on their part to promote the contract for their own personal benefit.

4. **Full Policy Details**

4.1. Unless otherwise noted, this Policy adopts and incorporates the University’s Employee Conflict of Interest, Anti-Nepotism, and Gifts Policy.

4.2. **Additional Requirements for Covered Individuals**

4.2.1. A Covered Individual is considered to have a Substantial Conflict of Interest when the Individual or any of their family or associates either (i) has an existing or potential financial or other interest that impairs or is perceived to impair the Individual’s independence of judgment in the discharge of responsibilities to the University or (ii) may receive a material financial or other benefit from knowledge of information confidential to the University.

4.2.2. Covered Individuals may not have a direct or indirect interest in any contract, excluding their employment contract if applicable, with Western Michigan University, the state, or any political subdivision of the state that causes a Substantial Conflict of Interest.

4.2.3. If a Covered Individual has a Substantial Conflict of Interest, they may be prohibited from participating in that contract in any capacity.

4.3. **Disclosing and Managing the Conflict**

4.3.1. A Covered Individual must disclose any potential, actual, or perceived Conflict of Interest in writing to the Designated University Official, who will forward it to the Board’s Audit Committee. Review after disclosure must take place promptly.

4.3.2. Unless otherwise stated in this Policy, disclosures will meet the requirements set forth in the Conflict of Interest for Employees Policy (Policy No. 09-08).

¹ **BLACK’S LAW DICTIONARY** 743 (10th ed. 2014).
4.3.3. If the Conflict involves the Designated University Official, the Official or the President shall report such Conflict directly to the Audit Committee.

4.3.4. The Designated University Official shall consult with the President and General Counsel regarding all conflict questions of which the Secretary is informed unless the conflict involves the President or the General Counsel. In such case, the Designated University Official will report directly to the Board or the Audit Committee. The Designated University Official shall also report regularly to the Board of Trustees regarding any unresolved conflict questions.

4.3.5. If the Audit Committee finds that there is a Conflict of Interest, and that the Conflict cannot be managed by the steps identified above, the Committee must consult with the Secretary, the Office of the General Counsel, and other sources as they see fit, to determine whether the interests of the University in having the Official continue in their current capacity outweigh any potential, perceived, or actual conflict. Such determination shall be made in writing and kept in the Office of the General Counsel. A copy shall also be provided to Procurement if such conflict relates to a specific purchase.

4.4. Exceptions

See exceptions set forth in the Conflict of Interest for Employees Policy.

4.5. Implementation/Communication

The Board’s Audit Committee should draft and post procedures for identifying, addressing and mitigating conflicts.

The Designated University Official shall develop and post procedures for regular disclosure of potential Conflicts of Interest.

5. Accountability

Covered Individuals shall have annual reporting requirements to ensure compliance with the University’s Conflict of Interest policies.

Additional consequences for non-compliance include possible individual disciplinary procedures for failure to follow applicable University policies and requirements.

6. Related Procedures and Guidelines

[Links will be added when procedures and guidelines are finalized]

7. Additional Information

N/A
8. FAQs

8.1. Q: If a conflict arises between reporting dates, when do I disclose it?

A: You should disclose the conflict as soon as it arises.

8.2. Q: This Policy references Substantial Conflicts of Interest and Conflicts of Interest. Are they treated differently?

A: You must disclose all Conflicts of Interest, as defined in the Employee Conflict of Interest Policy. However, Substantial Conflicts of Interest will automatically disqualify you from participating in the contract.

Related Policies:

Employee Conflict of Interest, Anti-nepotism, and Gifts Policy

Audit Committee Charter [need link]

References:

Michigan Constitution, Art. 4, § 10

Conflict of Interest, Act 318 of 1968, MCL 15.301, et seq.


Western Michigan University, Board of Trustees, Bylaws (2002)

Certified by:  At the Direction of:
Responsible Enforcement Official  Board of Trustees

/s/_________________________________________  /s/___________________________________
Director, Internal Audit  Secretary of the Board of Trustees
[Date]  [Date]
PROPOSAL: Western Michigan University Foundation (WMUF) Investment Committee Oversight of Defined Contribution Plan

Background

The University maintains a Defined Contribution Plan ("Plan") on behalf of its eligible employees and retirees to provide retirement investments. The Plan provides Plan participants with a group of funds to choose from to place their retirement investments.

In 2017, following a request for proposals for defined contribution consulting services, the University engaged CAPTRUST to work with our retirement provider, TIAA, to revamp the investment options to simplify choices, reduce administrative costs, and boost the effectiveness of the Plan's investments.

Best practices and due diligence dictate that the University periodically review available funds to ensure that the options are appropriately balanced and provide an appropriate selection of investment funds. To ensure that the University continues to offer a first-rate menu of fund selections, we would now like to implement a structured and ongoing process for reviewing the portfolio.

The Western Michigan University Foundation Investment Committee engages in a very similar review as it relates to its endowment. The Investment Committee is comprised of individuals with significant experience and expertise in managing investment portfolios. The Investment Committee at WMUF is an excellent resource for the University to utilize in overseeing the investment options in the Plan. In June, the Investment Committee and the WMUF Board of Directors agreed to serve in this role, pending formal delegation by this Board.

The Investment Committee would operate under specific guidelines to carry out the due diligence responsibilities including:

- Meeting quarterly to review the available funds and objectives
- Creating and following specific investment guidelines
- Approving the selection and maintenance of appropriate investment options
- Monitoring performance of funds and associated fees
- Maintaining and approving minutes of the meetings

Recommend Action

It is recommended the Board approve granting oversight of funds available under the University’s Defined Contribution Plan to the Investment Committee of the Western Michigan University Foundation, consistent with the above-described guidelines.
PROPOSAL:  Sale of Parcel in Western Michigan University Business, Technology, and Research Park 2 to Lapeer Development, LLC

Background

On June 26, 2019 the Board of Trustees approved the establishment of the Western Michigan University Business, Technology and Research Park 2 (the “BTR Park 2”).

The Administration has received an offer to sell an approximate 8.2 acre parcel in the BTR Park 2 (as shown on Exhibit A) to Lapeer Development, LLC for $500,000. A purchase agreement has been executed which includes conditions that must be satisfied by both parties before the sale will be completed. The buyer needs to perform extensive due diligence on the site. The intended use needs to comply with the use restrictions. And, Board of Trustees approval must be obtained.

The Administration is requesting the Board of Trustees’ approval to sell the Property for a price of approximately $500,000 and authorization to negotiate and enter into a purchase agreement for the Property and all other actions and documents necessary to close the sale.

Recommended Action

Pursuant to the retained powers of the Board regarding the transfer of real property, it is recommended the Board adopt the attached Resolutions and authorize the President, Treasurer or Assistant Treasurer (the “Authorized Officers”) to finalize and to negotiate and execute any deeds, easements, closing statements, agreements or documents, and to take such other actions, necessary or convenient to effectuate and complete the transactions contemplated herein, with such modifications as they or anyone of them may approve as reasonable or necessary.
Sale of Property

“RESOLVED, that the University shall sell certain real property located in Oshtemo Township, Kalamazoo County, Michigan, (shown on the attached Exhibit A) located in the BTR Park 2, to Lapeer Development, LLC, a Michigan limited liability company for the purchase price of approximately $500,000.”

Authorization

“RESOLVED, that the Authorized Officers are hereby authorized and directed, for and on behalf of the University, to execute and deliver any and all deeds, easements, closing statements, agreements or documents, and to take such other actions, necessary or convenient to effectuate and complete the transactions contemplated herein, with such modifications as they or anyone of them may approve as reasonable or necessary.”

Ratification

“RESOLVED, that any and all actions heretofore taken by any officer, employee, agent or person of the University or any person in connection with the foregoing resolutions and all transactions related thereto are ratified in all respects and are acknowledged to be duly authorized acts and deeds performed on behalf of the University, and any and all actions hereafter to be taken by any officer, employee, agent or person in furtherance of the objectives of the foregoing resolutions are authorized in all respects.”
Property located in the Township of Oshtemo, County of Kalamazoo, State of Michigan, as follows:

North
PROPOSAL: Revised Operating Cash Investment Policy Statement

Background

We are seeking approval of a revised operating cash investment policy statement (IPS). The recommended revisions remove unnecessary complexities from the guidelines and pave the way for a shift to a low-cost index fund-based approach to investing in equities.

For many years, the IPS has specified the existence of three separate investment pools:

1) **Short-term investment pool**: Funds needed for expenditures in one year or less
2) **Intermediate-term investment pool**: Funds needed for expenditures within one to five years
3) **Long-term investment pool**: Funds not expected to be needed as working capital, and designated as “permanent-core”

It has become apparent that both the intermediate-term and long-term pools are rarely being accessed for working capital. In the interests of simplification of the IPS and reducing the administrative burden of maintaining three distinct pools, we seek to merge the intermediate and long-term pools into a single long-term, permanent-core pool.

In 2006, the Board of Trustees authorized a long-term asset allocation comprised of domestic and international equities. These equity assets have a target allocation of 28.6% to domestic equities and 28.6% to international equities. In 2012, the IPS was revised to add investments in real estate investment trusts (REITs) and fixed income to the long-term pool.

The University is able to access passively managed commingled trust funds at extremely low costs through our new investment advisor, Marquette Associates, who has negotiated fees with BlackRock on behalf of their clients. By reallocating the majority of the actively managed equity mutual funds to BlackRock index funds, the University is projected to save approximately $276,000 in fees annually without sacrificing return.

We propose to eliminate the dedicated REITs allocation, which currently has a 14.2% target allocation in the long-term pool. For a fraction of the fees, the equity index funds provide adequate exposure to real estate companies. Additionally, we intend to eliminate the inflation-protected U.S. Treasury bonds (TIPS) position, which currently sits in the intermediate-term pool, and reallocate the proceeds to core bonds. We are also recommending slightly adjusting the US/international equities target from the current 50/50 split to 53% US/47% International.
As shown below, the proposed changes are not expected to significantly alter the asset allocation of the total portfolio:

<table>
<thead>
<tr>
<th></th>
<th>6/30/19 ASSET ALLOCATION</th>
<th>PROPOSED NEW ASSET ALLOCATION</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>SHORT-TERM POOL</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash and Cash Equivalents</td>
<td>35%</td>
<td>35%</td>
</tr>
<tr>
<td><strong>INTERMEDIATE-TERM POOL</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fixed Income</td>
<td>26%</td>
<td></td>
</tr>
<tr>
<td><strong>LONG-TERM POOL</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>US Equities</td>
<td>13%</td>
<td>16%</td>
</tr>
<tr>
<td>International Equities</td>
<td>12%</td>
<td>14%</td>
</tr>
<tr>
<td>Fixed Income</td>
<td>9%</td>
<td>35%</td>
</tr>
<tr>
<td>Real Estate</td>
<td>5%</td>
<td>0%</td>
</tr>
<tr>
<td><strong>TOTALS:</strong></td>
<td>100%</td>
<td>100%</td>
</tr>
</tbody>
</table>

Under the Performance Objectives section, we seek to update the Market Benchmark and Variability sections for the long-term investments; all references to the intermediate-term pool are being removed. As there will no longer be dedicated allocations to emerging markets equities, US small cap value equities, TIPS, or REITs, the respective benchmarks are being removed from the IPS. Finally, all existing references to Barclays indices have been updated to “Bloomberg Barclays” following Bloomberg’s acquisition of Barclays Risk Analytics and Index Solutions in 2016.

Under the Guidelines section, we seek to remove all references to the intermediate-term pool and TIPS and REITs allocations.

At its May 17, 2002 meeting, the Board authorized the Vice President for Business and Finance and Treasurer to administer the invested assets as deemed appropriate in compliance with the guidelines set forth in the investment policy.

Recommended Action

It is hereby recommended the attached Western Michigan University Operating Cash Investment Policy Statement (IPS) be approved. The Vice President for Business and Finance and Treasurer remains authorized to administer the invested assets as deemed appropriate in compliance with the guidelines set forth in the investment policy statement.
WESTERN MICHIGAN UNIVERSITY
Operating Cash Investment Policy Statement

PURPOSE

The purpose of this Investment Policy Statement is to establish a clear understanding of the philosophy and investment objectives for Western Michigan University (hereinafter, “University”) operating cash accounts. This document will further describe the standards utilized by the University in monitoring investment performance, as well as, serve as a guideline for any investment manager retained.

RESPONSIBILITY AND AUTHORITY

The general authority to implement this policy is delegated to the Vice President for Business and Finance. The Vice President for Business and Finance may delegate to appropriate staff the authority to make investments within the guidelines as described in this policy. Cash of various funds may be pooled to maximize return or reduce expenses. The Vice President for Business and Finance will report as requested, or at least quarterly, the status of the investment pool.

GENERAL OBJECTIVES

1. The primary investment objectives for the short-term investment pool accounts will be to provide for preservation of capital with a secondary emphasis upon maximization of investment income without undue exposure to risk. Funds needed for expenditures in one year or less will be considered short-term.

2. The primary investment objectives for the long-term investment pool accounts will be to provide for long-term growth of principal and income without undue exposure to risk. Funds not expected to be needed as working capital for one year or greater and are designated as “permanent-core”, will be considered long-term.
ASSET ALLOCATION

(Short-Term Investment Pool)

The short-term investment pool shall be managed by one or more short-term fixed income investment managers, each maintaining a portfolio with an average weighted maturity between one day and one year.

(Long-Term Investment Pool)

The long-term investment pool shall be managed by one or more investment managers with investment horizons beyond one year. The asset allocation, as a percent of the total market value of the long-term investment pool, will be set with the ranges below.

<table>
<thead>
<tr>
<th>Asset Category</th>
<th>Target</th>
<th>Range</th>
</tr>
</thead>
<tbody>
<tr>
<td>U.S. Equities</td>
<td>24%</td>
<td>10-30%</td>
</tr>
<tr>
<td>International Equities</td>
<td>21%</td>
<td>10-30%</td>
</tr>
<tr>
<td>Fixed Income</td>
<td>55%</td>
<td>45-65%</td>
</tr>
</tbody>
</table>

TIME HORIZON

Due to the inevitability of short-term market fluctuations, the following Performance Objectives are expected to be achieved by the investment manager(s) over a 5-year moving period, net of investment management fees. Nonetheless, the University reserves the right to evaluate and make any necessary changes regarding the investment manager over a shorter term using the criteria established in the “Evaluation of Investment Manager” section of this statement.

PERFORMANCE OBJECTIVES

The moving 5-year period performance objectives shall be as follows:

1. Market Benchmark
   a) The total return for each short-term fixed income investment manager shall exceed the rate of return on 3-month U.S. Treasury Bills.
   b) The total return for each active long-term investment manager shall exceed the total return of the relevant benchmarks which include the Bloomberg Barclays U.S. Intermediate Government/Credit Bond Index, Bloomberg Barclays U.S. Agggregate Index, Credit Suisse Leveraged Loan Index, Russell 3000 Index, MSCI ACWI ex USA Index, and the MSCI World ex USA Index. Passive managers are expected to replicate the total return of the index. The total return for the long-term pool shall exceed the total return of the target weighted index comprised of the relevant indexes in the same proportion as the target asset mix.
2. **Variability**
   a) The standard deviation for each **short-term fixed income investment manager** shall not exceed 1.2 times the standard deviation of 3-month U.S. Treasury Bills.
   
b) The beta (volatility) for each active **long-term equity manager** shall not exceed 1.2 times that of their relevant benchmarks. Each active investment manager is expected to achieve a positive alpha (risk-adjusted return). Passive managers are expected to have a beta of approximately 1.00 and an alpha of 0%. The standard deviation for each **long-term fixed income investment manager** shall not exceed 1.2 times the standard deviation of the appropriate index. The duration for each fixed income manager in the long-term pool shall not vary more than +/- 20% compared to the appropriate index with the exception of global bond managers who do not manage the portfolio to any preset average duration.

3. **Peer Group Ranking**
   a) The total return for each **fixed income investment manager** shall rank in the top half of the appropriate Fixed Income Universe.
   
b) The total return for each active **long-term equity investment manager** shall rank in the top half of the appropriate Equity Universe.

**GUIDELINES**

1. In today’s rapidly changing and complex financial world, no list or types of categories of investments can provide continuous adequate guidance for achieving the investment objectives. Any such list is likely to be too inflexible to be suitable for the market environment in which investment decisions must be made. Therefore, it is the process by which investment strategies and decisions are developed, analyzed, adopted, implemented and monitored, and the overall manner in which investment risk is managed, which determines whether an appropriate standard of reasonableness, care, and prudence has been met for these investments.

2. The requirements stated below apply to investments in non-mutual and non-pooled funds, where the investment manager is able to construct a separate, discretionary account on behalf of the University. Although the University cannot dictate policy to pooled/mutual fund investment managers, the University’s intent is to select and retain only pooled/mutual funds with policies that are similar to this policy statement. All managers (pooled/mutual and separate), however, are expected to achieve the performance objectives.
   a) No more than 10% of the portfolio, at cost, can be invested in any single issue, except the investments in U.S. Government Securities.
   
b) The weighted average credit quality is to be no less than “AAA” (or its equivalent rating by two national rating agencies) for the short-term investment pool accounts.
In addition, the minimum acceptable credit quality at the time of purchase for individual securities shall be “A” for the short-term pool accounts. The long-term pool may invest in non-investment grade bonds and loans.

c) The average weighted maturity for each short-term investment manager shall be between one day and one year.

d) Commercial paper must be, at the time of purchase, rated within the highest classification established by not less than two national rating services.

e) Bank Certificates of Deposit are to be rated within the top two rating classifications by any one national rating service.

f) The investment managers shall not utilize derivative securities to increase the actual or potential risk posture of the accounts. Subject to other provisions in this Investment Policy Statement, the use of primary derivatives, including, but not limited to, structured notes, lower class tranches of collateralized mortgage obligations (CMOs), principal only (PO) or interest only (IO) strips, inverse floating securities, futures contracts, options, short sales, margin trading, and such other specialized investment activity is prohibited.

Moreover, the investment managers are precluded from using derivatives to affect a leveraged portfolio structure (if options and futures are specifically approved by the University, such positions must be offset in their entirety by corresponding cash or securities).

g) The investment manager shall handle the voting of proxies and tendering of shares in a manner that is in the best interest of the University and consistent with the investment objectives contained herein.

h) The investment manager shall immediately notify the University in writing of any material changes in its investment outlook, strategy, portfolio structure, ownership, or senior personnel.

EVALUATION OF INVESTMENT MANAGERS

The investment managers will be reviewed on an ongoing basis and evaluated based upon the following additional criteria:

1. Ability to exceed the performance objectives stated in this Investment Policy Statement.

2. Adherence to the philosophy and style which were articulated to the University at, or subsequent to, the time the investment manager was retained.

3. Ability to exceed the performance of other investment managers who adhere to the same or similar style.

4. Continuity of personnel and practices at the firm.

CONCLUSION
This statement of investment policy shall be reviewed annually. The investment performance will be reviewed on a quarterly basis and the report will be provided by an independent third party. The investment managers may provide any suggestions regarding appropriate adjustments to this statement or the manner in which investment performance is reviewed.

Acknowledged___________________________________    Date:______________
Western Michigan University

Acknowledged___________________________________    Date:______________
Marquette Associates, Inc.

Acknowledged___________________________________    Date:______________
Investment Manager

IPS Revision - September 2019
PROPOSAL: State Capital Outlay – Priority List

Background

The State of Michigan requires all state universities to annually submit a five-year capital outlay plan. This report requires priority ordering of projects and probable funding sources, including projects funded through gifts, issuance of university debt or other means. It is important to plan for Western’s physical campus to promote and support the five strategic goals of the University’s strategic plan The Gold Standard 2020. This Building Project Priority List identifies our highest priority project allowing us to submit said project for funding.

The Renovation of Dunbar Hall for $40 M was approved for planning by the state and will remain our highest priority project, as required by the state, until approved for construction. Our intent is to move the current number two priority, Knauss Hall Renovation and Addition, to number one once Dunbar has been approved for construction.

The administration requests your approval of the attached FY 2021 Building Project Priority List for the Five Year Capital Outlay Plan and the submission of the Renovation of Dunbar Hall project as this year’s Capital Outlay Request.

Recommended Action

It is recommended the Board approve the Capital Outlay Building Project Priority list as provided in the attached, and the Renovation of Dunbar Hall project as our Capital Outlay Request.
# Western Michigan University
## Building Project Priority List
### For the Five Year Capital Outlay Plan
#### FY 2021

**Major Projects: WMU FY 2019 - 2020**

<table>
<thead>
<tr>
<th>Priority</th>
<th>Project</th>
<th>Estimated Cost</th>
<th>Funding</th>
<th>Capital Outlay Request</th>
</tr>
</thead>
<tbody>
<tr>
<td>#1</td>
<td>Renovation of Dunbar Hall (IF1)(Classroom Building)</td>
<td>$40 M</td>
<td>State / WMU</td>
<td>In Progress</td>
</tr>
<tr>
<td>#2</td>
<td>Knauss Hall Renovation &amp; Addition</td>
<td>$25 M</td>
<td>State / WMU</td>
<td>Proposed</td>
</tr>
<tr>
<td>#3</td>
<td>Waldo Library Student Services and Success Center Renovation</td>
<td>$85 M</td>
<td>State / WMU</td>
<td>Proposed</td>
</tr>
<tr>
<td>#4</td>
<td>STEAM Collaboration Pavilion</td>
<td>$85 M</td>
<td>State / WMU</td>
<td>Proposed</td>
</tr>
<tr>
<td>#5</td>
<td>Renovation of North and Central (Second Flr) Kohrman Hall (Classroom Building)</td>
<td>$21 M</td>
<td>State / WMU</td>
<td>Proposed</td>
</tr>
<tr>
<td>#6</td>
<td>Miller Auditorium Addition</td>
<td>$13 M</td>
<td>WMU</td>
<td>No</td>
</tr>
<tr>
<td>#7</td>
<td>New Campus Housing and Parking Ramp</td>
<td>TBD</td>
<td>WMU</td>
<td>No</td>
</tr>
<tr>
<td>#8</td>
<td>Sprau Tower Renovation</td>
<td>$12 M</td>
<td>WMU</td>
<td>No</td>
</tr>
<tr>
<td>#9</td>
<td>Addition to College of Engineering for Research, Instruction, and Civil Engineering</td>
<td>$60 M</td>
<td>State / WMU</td>
<td>Proposed</td>
</tr>
<tr>
<td>#10</td>
<td>Health Sciences Facility</td>
<td>$60 M</td>
<td>State / WMU</td>
<td>Proposed</td>
</tr>
<tr>
<td>#11</td>
<td>Relocate Physical Plant</td>
<td>TBD</td>
<td>WMU</td>
<td>No</td>
</tr>
<tr>
<td>#12</td>
<td>College of Aviation, Aviation and Flight Operations and Aviation Maintenance Building - Renovation and Addition</td>
<td>$36 M</td>
<td>State / WMU</td>
<td>Proposed</td>
</tr>
<tr>
<td>#13</td>
<td>Emerging Opportunities Center</td>
<td>$6 M</td>
<td>WMU</td>
<td>No</td>
</tr>
<tr>
<td>#14</td>
<td>Upgrades and Improvements to Athletic Facilities</td>
<td>TBD</td>
<td>WMU</td>
<td>No</td>
</tr>
</tbody>
</table>

For approval by the Board of Trustees September 11, 2019.
PROPOSAL: Personnel Report

ACADEMIC
Appointments – Administrative
Steven Butt; Interim Dean; College of Engineering and Applied Sciences; effective July 29, 2019 through June 30, 2020.

Margaret Dupuis; Acting Chair; Department of English; effective August 15, 2019 through December 31, 2019.

Timothy Greene; Acting Chair; Department of Industrial and Entrepreneurial Engineering & Engineering Management and Acting Chair; Department of Engineering Design, Manufacturing and Management Systems; effective August 15, 2019 through May 14, 2020.

Jennifer Harrison; Interim Director; School of Social Work; effective August 1, 2019 through July 31, 2020.

Anthony Helms; Interim Assistant Dean; Lee Honors College; effective August 12, 2019 through June 30, 2020.

Andrew Kline; Associate Dean; College of Engineering and Applied Sciences; effective July 1, 2018 through June 30, 2021 and Acting Chair; Department of Computer Science; effective June 4, 2019 through September 4, 2019.

Robert Landeros; Chair; Department of Management; effective July 1, 2019 through June 30, 2021.

Irma López; Interim Dean; Lee Honors College; effective August 5, 2019 through June 30, 2020.

Mushtaq Luqmani; Chair; Department of Marketing; effective July 1, 2019 through December 31, 2019.

David Paul; Chair; Department of Philosophy; effective July 1, 2019 through June 30, 2022.

Megan Slayter; Chair; Department of Dance; effective July 1, 2019 through June 30, 2022.

Jyhhorng Michael Tarn; Chair; Department of Business Information Systems; effective July 1, 2019 through June 30, 2022.

Luchara Wallace; Director; Lewis Walker Institute for the Study of Race and Ethnic Relations; effective July 1, 2019 through June 30, 2021.

Nicolas Witschi; Acting Associate Dean; College of Arts and Sciences; effective July 1, 2019 through June 30, 2020.
Administrative Resignations
Gary Bischof; Dean; Lee Honors College; effective August 2, 2019.

Terrence Curran; Associate Provost for Enrollment Management; effective August 31, 2019.

Staci Perryman-Clark; Associate Dean; Lee Honors College; effective August 2, 2019.

Gilbert Sinclair; Chair; Department of Aviation Sciences; effective December 31, 2019.

Return to Faculty
Gary Bischof; Professor; Department of Counselor Education and Counseling Psychology; effective August 15, 2019.

Mushtaq Luqmani; Professor; Department of Marketing; effective January 1, 2020.

Staci Perryman-Clark; Associate Professor; Department of English; effective August 15, 2019.

Gilbert Sinclair; Master Faculty Specialist – Aviation Specialist; Department of Aviation Sciences; effective January 1, 2020.

Appointments – Tenure Track
Kimberly Doudna; Assistant Professor; Department of Family and Consumer Sciences; effective August 15, 2019.

Julie Eilenberg; Faculty Specialist II – Clinical Specialist; WMU Bronson School of Nursing; effective August 15, 2019.

Holly Grieves; Faculty Specialist II – Clinical Specialist; Department of Occupational Therapy; effective July 1, 2019.

Linda Hanson; Faculty Specialist I – Lecturer; Department of Chemistry; effective August 15, 2019.

Sunki Hong; Assistant Professor; Frostic School of Art; effective August 15, 2019.

Mark Matteson; Master Faculty Specialist – Lecturer; Department of Aviation Sciences; effective August 15, 2019.

Maria Roche-Dean; Assistant Professor; WMU Bronson School of Nursing; effective August 15, 2019.

Jaime Rohr; Faculty Specialist II – Clinical Specialist; WMU Bronson School of Nursing; effective August 15, 2019.

Chitra Singh; Assistant Professor; Department of Family and Consumer Sciences; effective August 15, 2019.
Appointments – Term
Balmatee Bidassie; Master Faculty Specialist – Lecturer; Department of Engineering Design, Manufacturing and Management Systems; effective August 15, 2019 through August 14, 2020.

Sonya Boothroyd; Instructor; Department of Teaching, Learning and Educational Studies; effective August 15, 2019 through August 14, 2020.

Autumn Brown; Assistant Professor; Frostic School of Art; effective August 15, 2019 through August 14, 2020.

Deanna Bush; Faculty Specialist I – Clinical Specialist; School of Music; effective July 1, 2019 through June 30, 2020.

Sarah Cox; Assistant Professor; Department of Special Education and Literacy Studies; effective August 15, 2019 through August 14, 2020.

Deborah Droppers; Faculty Specialist I – Lecturer; Department of Human Performance and Health Education; effective August 15, 2019 through August 14, 2020.

May Ebejer; Faculty Specialist I – Professional Specialist; Department of Educational Leadership, Research and Technology; effective July 1, 2019 through June 30, 2020.

Paula Eckert; Instructor; Department of Management; effective August 15, 2019 through August 14, 2020.

Matthew Fries; Assistant Professor; School of Music; effective August 15, 2019 through August 14, 2020.

Greg Gerfen; Instructor; Department of Marketing; effective August 15, 2019 through August 14, 2020.

Keith Hall; Assistant Professor; School of Music; effective August 15, 2019 through August 14, 2020.

John Hebert; Instructor; School of Music; effective August 15, 2019 through August 14, 2020.

Lara Hobson; Instructor; Department of Management; effective August 15, 2019 through August 14, 2020.

Yufeng Hu; Assistant Professor; Department of Civil and Construction Engineering; effective August 15, 2019 through August 14, 2020

Thomas Kelly Jr.; Instructor; Department of Management; effective August 15, 2019 through August 14, 2020.

William Kurtz; Instructor; Department of Accountancy; effective August 15, 2019 through August 14, 2020.
Appointments – Term (Continued)

Moi Mooi Lew; Faculty Specialist I – Clinical Specialist; Department of Teaching, Learning and Educational Studies; effective August 15, 2019 through August 14, 2020.

Sonia Lewis; Assistant Professor; Department of Special Education and Literacy Studies; effective August 15, 2019 through August 14, 2020.

Paul Mailloux; Faculty Specialist I – Professional Specialist; School of Social Work; effective July 1, 2019 through June 30, 2020.

Tamarie Mittal; Faculty Specialist II – Professional Specialist; Department of Educational Leadership, Research and Technology; effective August 15, 2019 through August 14, 2020.

Marie Moreno; Instructor; Department of Business Information Systems; effective August 15, 2019 through August 14, 2020.

Mary Nielsen; Instructor; Department of Marketing; effective August 15, 2019 through August 14, 2020.

Sarah Oehm; Faculty Specialist I – Lecturer; Department of Chemistry; effective August 15, 2019 through August 14, 2020.

Rhea Olivacce; Assistant Professor; School of Music; effective August 15, 2019 through August 14, 2020.

Julie Raedy; Faculty Specialist I – Lecturer; Department of Human Performance and Health Education; effective August 15, 2019 through August 14, 2020.

Lori Reichel; Assistant Professor; Department of Human Performance and Health Education; effective August 15, 2019 through August 14, 2020.

Katherine Rigley-Rowell; Faculty Specialist I – Clinical Specialist; Department of Speech, Language and Hearing Sciences; effective August 15, 2019 through August 14, 2020.

Karin Rourke; Instructor; Department of Family and Consumer Sciences; effective August 15, 2019 through August 14, 2020.

Holly Sisson; Faculty Specialist I – Lecturer; Department of Human Performance and Health Education; effective August 15, 2019 through August 14, 2020.

Kristen Smith; Faculty Specialist I – Lecturer; Department of Human Performance and Health Education; effective August 15, 2019 through August 14, 2020.

Renee Smith; Instructor; Department of Accountancy; effective August 15, 2019 through August 14, 2020.
Appointments – Term (Continued)

Nicholene Stiemsma; Faculty Specialist II–Counseling Specialist; Department of Counseling Services; effective August 15, 2019 through June 30, 2020.

Matthew Stoops; Faculty Specialist I – Lecturer; Department of Chemical and Paper Engineering; effective August 15, 2019 through August 14, 2020.

Sherri Swinehart; Faculty Specialist II – Counseling Specialist; Department of Counseling Services; effective September 1, 2019 through June 30, 2020.

Sonia Tigchelaar; Assistant Professor; Department of Special Education and Literacy Studies; effective August 15, 2019 through August 14, 2020.

Lori Van Zoeren; Faculty Specialist II – Clinical Specialist; WMU Bronson School of Nursing; effective August 15, 2019 through August 14, 2020.

Xiuye Xie; Assistant Professor; Department of Human Performance and Health Education; effective August 15, 2019 through August 14, 2020.

Appointments – Grant/Contract
Janet Hahn; Assistant Professor; School of Interdisciplinary Health Programs; effective July 1, 2019 through June 30, 2020.

Appointments – Adjunct
Brian Eklov; Adjunct Professor; Department of Chemistry; effective September 1, 2019 through August 31, 2022.

Sabbatical Leave
Mushtaq Luqmani; Professor; Department of Marketing; effective Spring 2020.

Gwen Tarbox; Professor; Department of English; effective Fall 2020 (change in date only).

Leave of Absence
Edward Harkness; Professor; Frostic School of Art; effective August 15, 2019 through October 25, 2019.

Mark Hurwitz; Professor; Department of Political Science; effective September 3, 2019 through September 2, 2020.

Promotion
Brooke Smith; Assistant Professor; Department of Psychology; effective August 15, 2019.
Faculty Retirements with Emeriti Status
Sisay Asefa; Professor Emeritus of Economics; Department of Economics; effective August 10, 2020.

Margaret Dupuis; Master Faculty Specialist Emerita of English; Department of English; effective December 31, 2019 (change in date only).

Harold Glasser; Professor Emeritus of the Environment and Sustainability; Institute of the Environment and Sustainability; effective September 27, 2019.

Lynn Nations Johnson; Professor Emerita of Teaching, Learning and Educational Studies; Department of Teaching, Learning and Educational Studies; effective June 30, 2020.

Gilbert Sinclair; Master Faculty Specialist Emeritus of Aviation Sciences; Department of Aviation Sciences; effective April 30, 2025.

Richard Zinser; Professor Emeritus of Family and Consumer Sciences; Department of Family and Consumer Sciences; effective April 30, 2020.

Faculty Resignations
Seung-Hee Bae; Assistant Professor; Department of Computer Science; effective July 14, 2019.

Kyle Brink; Associate Professor; Department of Management; effective August 14, 2019.

Jia Guo; Faculty Specialist II – Lecturer; Department of Computer Science; effective June 30, 2019 (change in date only).

Christine Heffron; Faculty Specialist II – Counseling Specialist; Department of Counseling Services; effective August 14, 2019

Denise Ross; Associate Professor; Department of Psychology; effective January 6, 2020.

NON-ACADEMIC Retirements
Pamela Ball; Assistant Baker; Davis Dining Services; effective August 22, 2019.

Jeanne Baron; News/Communication Specialist; Office of Marketing and Strategic Communication; effective September 1, 2019.

Laurie Jean Brooks; Utility Food Worker; Cash Operations; effective August 22, 2019.

Sharon Conolly; Custodian; Facilities Management – Building Custodial and Support; effective August 1, 2019

Kathryn Marie Gilbert; Manager, Children’s Place Learning Center; Office of Family Engagement; effective July 13, 2019.
Retirements (Continued)

Shirley Greer; Custodian; Facilities Management – Building Custodial and Support; effective August 10, 2019.

Calvin Jones; Custodian; Facilities Management – Building Custodial and Support; effective August 1, 2019.

Senora Jones; Custodian; Facilities Management – Building Custodial and Support; effective August 1, 2019.

Stephan Keto; Manager, Natural Areas/Preserves; Facilities Management – Landscape Services; effective August 10, 2019.

Donald Scott Paff; Equipment Operator I; Facilities Maintenance – Landscape Services; effective August 1, 2019.

Lonnie Page; Skilled Trades Helper; Facilities Maintenance – Maintenance Service; effective August 17, 2019.

Miguel Ramirez; Coordinator, Diversity Education; Office of Diversity and Inclusion; effective August 31, 2019.

Thomas Ramsdell; Manager, Purchasing; Logistical Services; effective September 1, 2019.

Dora Secondi; Building Project Specialist: Facilities Management – Building Custodial and Support; effective August 1, 2019.

Contrina Thomas; Custodian; Facilities Management – Building Custodial and Support; effective August 3, 2019.

Klayton Woodworth; Program Director, WMUK; WMUK Radio; effective July 1, 2019.
Research and sponsored program awards, submissions and expenditure numbers show a positive trend for the University. With nearly all colleges contributing, awards and expenditures grew by double digits. The National Science Foundation awarded Dr. Lori Wingate in the Evaluation Center nearly 5 million dollars for a 5-year project titled “EvalUATE: Evaluation Learning and Resource Hub for Advanced Technological Education”. Dr. Ed Roth of the College of Fine Arts applied for a prestigious National Institutes of Health grant. The College of Education and Human Development reports a large increase in expenditures resulting from the 12.5 million dollar grant from the U.S. Department of Education awarded to Dr. Patricia Reeves and Dr. Jianping Shen.

**AWARDS:**
- University wide, the award dollars increased by 46% (adjusted to 30.5% after removing funding from years 2-5 of the $5 million grant from NSF).
- The number of awards increased by 21.7%, indicating an increase in the average dollar amount of new awards.

**SUBMISSIONS:**
- University wide submissions did not increase; however, this is not uncommon when the number of awards increase and faculty focus their efforts on starting new projects.

**EXPENDITURES:**
- University wide expenditures were up 19.4%, however, Facilities and Administrative cost recovery was unchanged.

NOTE: This is a different number than the NSF HERD survey reports, which is submitted in January 2020 (national FY19 data is released fall of 2020). The NSF HERD survey reports only research expenditures and includes gifts as well as WMU’s internal expenditures for research.

**College Highlights:**
- The College of Health and Human Services FY19 awards totaled $9,979,514, which is a 98.8% increase from last year and the largest increase of all colleges; submissions totaled $21,342,084 a 74.6% increase.
- The College of Arts and Sciences awarded dollars totaled $8,535,221 an increase of 82.6%; submissions totaled $39,476,340 an increase of 64.9%.
- The College of Education and Human Development had the greatest increase in expenditures at 87.3% to total $8,279,007.
- The College of Fine Arts had the highest percentage increase of awards (347.5%) and submissions (1,923.7%).
- The Haworth College of Business award dollars grew by 44%.
WMU Research and Sponsored Program Award Dollars Are Up 46% For FY19

**WMU Award Dollars**

<table>
<thead>
<tr>
<th>Quarter</th>
<th>2018</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Q1</td>
<td>1.5</td>
<td>7.</td>
</tr>
<tr>
<td>Q2</td>
<td>1.7</td>
<td>8.9</td>
</tr>
<tr>
<td>Q3</td>
<td>2.5</td>
<td>12.7</td>
</tr>
<tr>
<td>Q4</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>YTD</td>
<td>22.3</td>
<td>32.6</td>
</tr>
</tbody>
</table>

**F & A - Direct**

<table>
<thead>
<tr>
<th>Quarter</th>
<th>2018</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Q1</td>
<td>1.3</td>
<td>1.3</td>
</tr>
<tr>
<td>Q2</td>
<td>8.9</td>
<td>12.7</td>
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<tr>
<td>Q3</td>
<td>2.7</td>
<td>2.7</td>
</tr>
<tr>
<td>Q4</td>
<td>5.8</td>
<td>5.8</td>
</tr>
<tr>
<td>YTD</td>
<td>32.6</td>
<td>32.6</td>
</tr>
</tbody>
</table>

**WMU Number of Awards**

<table>
<thead>
<tr>
<th>Quarter</th>
<th>2018</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Q1</td>
<td>60</td>
<td>66</td>
</tr>
<tr>
<td>Q2</td>
<td>53</td>
<td>77</td>
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<tr>
<td>Q3</td>
<td>36</td>
<td>48</td>
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<tr>
<td>Q4</td>
<td>58</td>
<td>61</td>
</tr>
<tr>
<td>YTD</td>
<td>207</td>
<td>252</td>
</tr>
</tbody>
</table>
WMU Research and Sponsored Program Awards Show Increases in Federal, State and Local Funding

Research and Sponsored Program 5 Year Funding Source Summary
Fiscal Years 2015-2019

- Federal
- State
- Local
- International
- Industry/Corporation
- Educational Institution
- Foundation
- Other
WMU Research and Sponsored Program Submission Dollars And Numbers Are Flat In FY19

WMU Submission Dollars

WMU Number of Submissions
WMU Research and Sponsored Program Expenditures Are Up 19.4% For FY19 But F&A Recovery is Flat

Note: This is not equivalent to the NSF HERD Survey, which will release FY18 data in November of 2019
CHHS, CAS, CEHD and OVPR lead WMU Research and Sponsored Program Award Dollars For FY19

Award Dollars by College/VP Unit - FY19

Total Amount: $37,686,626.45
CAS, CHHS, and CEAS lead WMU For Number of Research and Sponsored Program Awards For FY19

Award Numbers by College/VP Unit - FY19

- College of Arts and Sciences: 78
- College of Aviation: 0
- College of Education and Human Development: 4
- College of Engineering and Applied Sciences: 15
- College of Fine Arts: 11
- Graduate College: 4
- Haworth College of Business: 59
- College of Health and Human Services: 6
- Provost and Vice President for Academic Affairs: 1
- Vice President for Business and Finance: 48
- Vice President for Diversity and Inclusion: 1
- Vice President for Student Affairs: 1
- Vice President for Research: 1

Total Awards: 252
CAS and CEAS lead WMU Research and Sponsored Program Submissions (Dollars) For FY19

Total Amount: $111,985,871
CAS and CEAS lead WMU Research and Sponsored Program in Number of Submissions For FY19

Submission Numbers by College/VP Unit - FY19

- College of Arts and Sciences: 140
- College of Aviation: 1
- College of Education and Human Development: 8
- College of Engineering and Applied Sciences: 13
- College of Fine Arts: 3
- Graduate College: 6
- Haworth College of Business: 44
- College of Health and Human Services: 1
- Provost and Vice President for Academic Affairs: 4
- Vice President for Business and Finance: 1
- Vice President for Diversity and Inclusion (0): 3
- Vice President for Student Affairs: 1
- Vice President for Research: 23

Total Amount: 356
CEHD, Central Admin, CAS and CHHS lead WMU Research and Sponsored Program Expenditures For FY19

Expenditure Dollars by College/VP Unit - FY19

- College of Arts and Sciences: $6,065,738
- College of Aviation: $5,901,333
- College of Education and Human Development: $5,040,240
- College of Engineering and Applied Sciences: $3,059,263
- College of Fine Arts: $447,516
- Graduate College: $313,490
- Haworth College of Business: $10,936
- Central Administration: $8,130,549

Total Expenditures: $29,101,805.17
Appendix

• 10 year data and % change FY19 compared to FY18 in Awards, Submissions and Expenditures by unit.
## WMU Research and Sponsored Program Award Dollars Are Up For 10 of 14 Units for FY19

<table>
<thead>
<tr>
<th>Awards</th>
<th>FY 10</th>
<th>FY 11</th>
<th>FY 12</th>
<th>FY 13</th>
<th>FY 14</th>
<th>FY 15</th>
<th>FY 16</th>
<th>FY 17</th>
<th>FY 18</th>
<th>FY 19</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arts &amp; Sciences</td>
<td>12,987,690</td>
<td>10,267,962</td>
<td>7,018,763</td>
<td>6,776,479</td>
<td>11,741,837</td>
<td>4,950,360</td>
<td>5,053,021</td>
<td>4,675,313</td>
<td>8,535,221</td>
<td>82.6%</td>
<td></td>
</tr>
<tr>
<td>Aviation</td>
<td>-</td>
<td>17,073</td>
<td>56,690</td>
<td>45,606</td>
<td>208,166</td>
<td>456,699</td>
<td>11,336</td>
<td>428,313</td>
<td>192,974</td>
<td>-</td>
<td>-100.0%</td>
</tr>
<tr>
<td>Education &amp; Human Development</td>
<td>5,200,059</td>
<td>6,536,602</td>
<td>4,122,510</td>
<td>3,070,663</td>
<td>6,293,977</td>
<td>4,460,539</td>
<td>2,111,324</td>
<td>9,079,048</td>
<td>6,624,807</td>
<td>-27.0%</td>
<td></td>
</tr>
<tr>
<td>Engineering &amp; Applied Sciences</td>
<td>4,380,543</td>
<td>3,278,451</td>
<td>2,381,495</td>
<td>5,470,020</td>
<td>3,832,353</td>
<td>3,653,858</td>
<td>1,921,588</td>
<td>2,620,066</td>
<td>43.8%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fine Arts</td>
<td>7,000</td>
<td>13,020</td>
<td>13,016</td>
<td>-</td>
<td>13,388</td>
<td>2,800</td>
<td>10,623</td>
<td>2,398</td>
<td>10,732</td>
<td>347.5%</td>
<td></td>
</tr>
<tr>
<td>Graduate College</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>142,828</td>
<td>213,803</td>
<td>215,227</td>
<td>197,216</td>
<td>102,708</td>
<td>103,735</td>
<td>104,772</td>
<td>1.0%</td>
</tr>
<tr>
<td>Haworth College of Business</td>
<td>294,456</td>
<td>305,742</td>
<td>315,000</td>
<td>-</td>
<td>81,349</td>
<td>214,200</td>
<td>-</td>
<td>-</td>
<td>455,000</td>
<td>655,418</td>
<td>44.0%</td>
</tr>
<tr>
<td>Health and Human Services</td>
<td>3,436,375</td>
<td>8,014,638</td>
<td>5,512,921</td>
<td>5,978,371</td>
<td>5,240,151</td>
<td>4,729,115</td>
<td>6,263,372</td>
<td>7,110,203</td>
<td>5,020,089</td>
<td>9,979,514</td>
<td>98.8%</td>
</tr>
<tr>
<td>Lee Honors College</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>37,262</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td>Provost &amp; VP for Academic Affairs</td>
<td>1,068,044</td>
<td>1,259,318</td>
<td>811,726</td>
<td>846,475</td>
<td>919,744</td>
<td>4,218,467</td>
<td>1,091,505</td>
<td>1,922,499</td>
<td>1,097,608</td>
<td>1,431,781</td>
<td>30.4%</td>
</tr>
<tr>
<td>VP for Business and Finance</td>
<td>4,071,342</td>
<td>3,034,798</td>
<td>1,901,742</td>
<td>602,765</td>
<td>1,747,930</td>
<td>703,275</td>
<td>633,766</td>
<td>3,244,134</td>
<td>1,110,680</td>
<td>836,640</td>
<td>-24.7%</td>
</tr>
<tr>
<td>VP for Diversity and Inclusion</td>
<td>-</td>
<td>628,160</td>
<td>657,209</td>
<td>1,066,554</td>
<td>1,055,563</td>
<td>931,135</td>
<td>1,289,191</td>
<td>781,724</td>
<td>550,367</td>
<td>705,950</td>
<td>28.3%</td>
</tr>
<tr>
<td>VP for Research</td>
<td>2,059,030</td>
<td>2,208,705</td>
<td>1,219,794</td>
<td>2,062,485</td>
<td>2,346,864</td>
<td>1,734,994</td>
<td>834,552</td>
<td>2,368,161</td>
<td>1,328,188</td>
<td>5,948,536</td>
<td>347.9%</td>
</tr>
<tr>
<td>VP for Student Affairs</td>
<td>602,709</td>
<td>151,294</td>
<td>150,616</td>
<td>26,303</td>
<td>81,824</td>
<td>94,419</td>
<td>166,373</td>
<td>368,353</td>
<td>233,189</td>
<td>-36.7%</td>
<td></td>
</tr>
<tr>
<td><strong>Fiscal Year Total</strong></td>
<td>34,107,248</td>
<td>35,715,763</td>
<td>22,748,380</td>
<td>24,180,349</td>
<td>27,179,911</td>
<td>35,166,491</td>
<td>23,520,176</td>
<td>27,333,278</td>
<td>25,805,341</td>
<td>37,686,626</td>
<td>46.0%</td>
</tr>
</tbody>
</table>
### WMU Research and Sponsored Program Submission

**Dollars Are Up in 6 or 15 Units In FY19**

<table>
<thead>
<tr>
<th>Submissions</th>
<th>FY 10</th>
<th>FY 11</th>
<th>FY 12</th>
<th>FY 13</th>
<th>FY 14</th>
<th>FY 15</th>
<th>FY 16</th>
<th>FY 17</th>
<th>FY 18</th>
<th>FY 19</th>
<th>FY19 change</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Arts &amp; Sciences</strong></td>
<td>$61,617,877</td>
<td>$35,695,343</td>
<td>$27,385,869</td>
<td>$38,012,604</td>
<td>$31,884,676</td>
<td>$24,604,511</td>
<td>$28,922,194</td>
<td>$32,913,941</td>
<td>$23,934,655</td>
<td>$39,476,340</td>
<td>64.9%</td>
</tr>
<tr>
<td><strong>Aviation</strong></td>
<td>$1,062,465</td>
<td>$953,936</td>
<td>$1,102,675</td>
<td>$448,714</td>
<td>$309,691</td>
<td>$457,670</td>
<td>$345,031</td>
<td>$94,725</td>
<td>$836,620</td>
<td>$224,927</td>
<td>-73.1%</td>
</tr>
<tr>
<td><strong>Education &amp; Human Development</strong></td>
<td>$23,399,537</td>
<td>$5,412,617</td>
<td>$23,233,283</td>
<td>$41,476,808</td>
<td>$22,947,716</td>
<td>$15,724,387</td>
<td>$8,817,620</td>
<td>$79,543,587</td>
<td>$39,488,612</td>
<td>$21,238,218</td>
<td>-46.2%</td>
</tr>
<tr>
<td><strong>Fine Arts</strong></td>
<td>$20,000</td>
<td>$16,520</td>
<td>$36,238</td>
<td>$42,456</td>
<td>$32,973</td>
<td>$124,400</td>
<td>$158,314</td>
<td>$26,945</td>
<td>$545,275</td>
<td>1923.7%</td>
<td></td>
</tr>
<tr>
<td><strong>Graduate College</strong></td>
<td>$-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>$306,000</td>
<td>$477,410</td>
<td>$477,264</td>
<td>$172,926</td>
<td>$10,295</td>
<td>-94.0%</td>
<td></td>
</tr>
<tr>
<td><strong>Haworth College of Business</strong></td>
<td>$1,113,632</td>
<td>$588,078</td>
<td>$330,000</td>
<td>$345,005</td>
<td>$661,118</td>
<td>$699,409</td>
<td>$815,134</td>
<td>$751,501</td>
<td>$696,179</td>
<td>-7.4%</td>
<td></td>
</tr>
<tr>
<td><strong>Health and Human Services</strong></td>
<td>$7,119,254</td>
<td>$4,787,440</td>
<td>$10,981,987</td>
<td>$11,464,097</td>
<td>$3,661,077</td>
<td>$12,478,638</td>
<td>$9,047,411</td>
<td>$11,415,954</td>
<td>$12,222,145</td>
<td>$21,342,084</td>
<td>74.6%</td>
</tr>
<tr>
<td><strong>Lee Honors College</strong></td>
<td>$-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>$161,296</td>
<td>$54,002</td>
<td>$-</td>
<td>$-</td>
<td>$-</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td><strong>Provost &amp; VP for Academic Affairs</strong></td>
<td>$1,542,941</td>
<td>$7,671,056</td>
<td>$4,276,401</td>
<td>$1,991,574</td>
<td>$831,461</td>
<td>$3,590,233</td>
<td>$1,036,021</td>
<td>$4,611,082</td>
<td>$1,321,298</td>
<td>$1,468,768</td>
<td>11.2%</td>
</tr>
<tr>
<td><strong>VP for Business and Finance</strong></td>
<td>$2,520,099</td>
<td>$2,747,903</td>
<td>$305,849</td>
<td>$7,500</td>
<td>$921,505</td>
<td>$1,751,500</td>
<td>$2,110,500</td>
<td>$2,199,619</td>
<td>$594,373</td>
<td>$465,000</td>
<td>-21.8%</td>
</tr>
<tr>
<td><strong>VP for Diversity and Inclusion</strong></td>
<td>$-</td>
<td>$900,000</td>
<td>$2,638,440</td>
<td>$1,618,722</td>
<td>$253,381</td>
<td>$252,482</td>
<td>$5,316,526</td>
<td>$3,186,104</td>
<td>$915,000</td>
<td>-100.0%</td>
<td></td>
</tr>
<tr>
<td><strong>VP for Research</strong></td>
<td>$6,716,839</td>
<td>$7,323,673</td>
<td>$7,394,801</td>
<td>$2,238,745</td>
<td>$1,400,334</td>
<td>$7,859,973</td>
<td>$8,953,655</td>
<td>$6,022,192</td>
<td>$9,803,867</td>
<td>$1,761,637</td>
<td>-82.0%</td>
</tr>
<tr>
<td><strong>VP for Student Affairs</strong></td>
<td>$2,867,667</td>
<td>$602,167</td>
<td>$54,149</td>
<td>$646,847</td>
<td>$8,302</td>
<td>$69,711</td>
<td>$183,791</td>
<td>$867,540</td>
<td>$176,291</td>
<td>$257,937</td>
<td>46.3%</td>
</tr>
<tr>
<td><strong>Fiscal Year Total</strong></td>
<td>$135,590,317</td>
<td>$91,455,088</td>
<td>$93,630,162</td>
<td>$118,098,792</td>
<td>$89,634,220</td>
<td>$96,487,753</td>
<td>$100,895,683</td>
<td>$177,274,780</td>
<td>$112,772,371</td>
<td>$111,985,871</td>
<td>-0.7%</td>
</tr>
</tbody>
</table>
### Expenditures

<table>
<thead>
<tr>
<th>Expenditures</th>
<th>FY 10</th>
<th>FY 11</th>
<th>FY 12</th>
<th>FY 13</th>
<th>FY 14</th>
<th>FY 15</th>
<th>FY 16</th>
<th>FY 17</th>
<th>FY 18</th>
<th>FY 19</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arts &amp; Sciences</td>
<td>$9,060,116</td>
<td>$10,568,447</td>
<td>$8,118,550</td>
<td>$7,540,075</td>
<td>$8,008,510</td>
<td>$7,304,221</td>
<td>$7,749,606</td>
<td>$7,081,516</td>
<td>$5,866,465</td>
<td>$5,901,333</td>
<td>0.6%</td>
</tr>
<tr>
<td>Aviation</td>
<td>$799,418</td>
<td>$32,656</td>
<td>$88,907</td>
<td>$121,104</td>
<td>$221,468</td>
<td>$235,525</td>
<td>$255,899</td>
<td>$164,234</td>
<td>$132,740</td>
<td></td>
<td>-19.2%</td>
</tr>
<tr>
<td>Education &amp; Human Development</td>
<td>$9,143,189</td>
<td>$7,253,712</td>
<td>$6,327,550</td>
<td>$4,929,667</td>
<td>$2,832,961</td>
<td>$3,365,791</td>
<td>$4,215,661</td>
<td>$3,464,151</td>
<td>$4,420,527</td>
<td>$8,279,007</td>
<td>87.3%</td>
</tr>
<tr>
<td>Engineering &amp; Applied Sciences</td>
<td>$3,526,949</td>
<td>$3,391,993</td>
<td>$2,653,024</td>
<td>$3,082,309</td>
<td>$3,895,640</td>
<td>$3,780,429</td>
<td>$4,532,156</td>
<td>$4,025,438</td>
<td>$3,059,263</td>
<td></td>
<td>-24.0%</td>
</tr>
<tr>
<td>Fine Arts</td>
<td>-</td>
<td>$13,020</td>
<td>$13,016</td>
<td>-</td>
<td>$500</td>
<td>$7,890</td>
<td>$7,728</td>
<td></td>
<td></td>
<td>$10,936</td>
<td>41.5%</td>
</tr>
<tr>
<td>Graduate College</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>$230,908</td>
<td>$210,893</td>
<td>$251,464</td>
<td>$330,430</td>
<td>$192,150</td>
<td>$280,017</td>
<td>12.0%</td>
</tr>
<tr>
<td>Haworth College of Business</td>
<td>$323,276</td>
<td>$306,362</td>
<td>$322,636</td>
<td>$164,372</td>
<td>$172,415</td>
<td>$152,701</td>
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<tr>
<td>Health and Human Services</td>
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<td>$3,150,480</td>
<td>$2,624,486</td>
<td>$3,310,636</td>
<td>$3,277,569</td>
<td>$4,552,238</td>
<td>$4,321,444</td>
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</tr>
<tr>
<td>Lee Honors College</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>$19,231</td>
<td>$19,231</td>
<td></td>
<td>$19,231</td>
<td>-</td>
<td>-</td>
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</tr>
<tr>
<td>Provost &amp; VP for Academic Affairs</td>
<td>$1,514,784</td>
<td>$1,296,140</td>
<td>$1,744,676</td>
<td>$1,114,663</td>
<td>$1,259,270</td>
<td>$1,276,600</td>
<td>$1,648,900</td>
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<td>$2,511,623</td>
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<td>VP for Business and Finance</td>
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<td>VP for Diversity and Inclusion</td>
<td>-</td>
<td>$684,889</td>
<td>$605,718</td>
<td>$1,028,192</td>
<td>$1,203,947</td>
<td>$1,272,940</td>
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<td>$748,108</td>
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<tr>
<td>VP for Research</td>
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<td>$1,769,534</td>
<td>$1,979,593</td>
<td>$1,985,198</td>
<td>$2,133,952</td>
<td>$1,850,209</td>
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<td>VP for Student Affairs</td>
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<td>$281,342</td>
<td>$166,759</td>
<td>$133,325</td>
<td>$69,752</td>
<td>$88,834</td>
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<td>$138,801</td>
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<td>$205,142</td>
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<tr>
<td><strong>Fiscal Year Total</strong></td>
<td>$29,445,655</td>
<td>$28,630,752</td>
<td>$27,865,091</td>
<td>$23,040,803</td>
<td>$22,462,987</td>
<td>$23,140,599</td>
<td>$24,591,206</td>
<td>$24,908,714</td>
<td>$24,367,950</td>
<td>$29,101,805</td>
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</table>
PROPOSAL: Revisions to the Western Michigan University Policy Approval and Management Policy (a.k.a. the Policy on Policies)

Background

On March 14, 2018, the Board approved the Policy Approval Management Process, also known as the Policy on Policies. After a year of working within the structure of this Policy, the University Policy Committee (UPC) has identified some minor, non-substantive changes to make the policy better reflect the University’s non-implemented review system. We recommend making the following changes: remove procedures and place them on the UPC’s website; remove mandatory legal review prior to submitting the Policy to the UPC, as legal review takes place during the UPC’s review process; provide for terms of service for UPC members; other technical changes.

Recommended Action

It is recommended the Board of Trustees approve the revisions to the Policy on Policies.
PROPOSAL: Multiple Liquor License Applications

Background

West Hills Athletic Club requests approval of a one-day liquor license. The special license will be used for the Fall Classic tennis tournament event at the West Hills Athletic Club located at 2001 South 11th Street, Kalamazoo, on October 19, 2019. This is the sixth year we are requesting the license for the Fall Classic. West Hills Athletic Club is part of Western Michigan University. WMU will be responsible for checking identification of all participants prior to serving any alcohol.

WMU Catering requests one (1) special one-day Michigan Liquor Control Commission license to be used for alcohol sales (beer and wine) at the Seelye Center for a pre-game tailgate prior to the Ball State football game, Tuesday, November 5, 2019, 5:00pm - 8:00pm. WMU Catering will serve the alcohol and be responsible for checking identification of all participants prior to service.

Working with the Fetzer Center, the Richmond Center for Visual Arts requests one (1) special one-day Michigan Liquor Control Commission license to be used for alcohol sales (beer, wine, spirits) at the Richmond Center for Visual Arts on Saturday, November 9, 2019 from 6 to 10pm. We respectfully ask for this license in support of our second bi-annual benefit, Art & Soul. Fetzer Center will serve the alcohol and be responsible for checking identification of all participants prior to service.

West Hills Athletic Club requests approval of a two-day liquor license. The special license will be used for the Irish Open tennis tournament event at the West Hills Athletic Club located at 2001 South 11th Street, Kalamazoo, on March 13 and 14, 2020. This is the eighth year we are requesting the license for the Irish Open. West Hills Athletic Club is part of Western Michigan University. WMU will be responsible for checking identification of all participants prior to serving any alcohol.

Recommended Action
Resolved that Western Michigan University, through its duly authorized officers, make application to the Michigan Liquor Control Commission for special license for sale of beer, wine, and spirits for the following events:

West Hills Athletic Club Liquor License Request, October 19, 2019
The Seelye Center, November 5, 2019
Richmond Center for Visual Arts Liquor License Request, November 9, 2019
West Hills Athletic Club Liquor License Request, March 13 and 14, 2020
PROPOSAL: Operating Cash Accounts

*Additional materials can be obtained through the Board of Trustees Office.
PROPOSAL:  Annuity and Life Income Funds

*Additional materials can be obtained through the Board of Trustees Office.