

FROM: Susan Howarth
TO: Faculty-All; Staff-All
April 29, 2021

As we approach the end of spring 2021 term, Commencement celebrations, and the transition to our summer schedule, I want to thank everyone for a successful semester and provide some updates from the Division of Strategy, Operations and Finance.

BUDGET and FINANCE

Development of the fiscal year 2022 budget is underway.

The Budget Executive Committee (BEC) has provided recommendations to leadership, and the Board of Regents will receive an update during the May meeting.

The KY Council of Postsecondary Education (CPE) will set the final guidelines for tuition the week of May 10. After the guidelines are established and approved by CPE, WKU's budget development process can proceed. The final FY22 budget will be presented to the Board of Regents in June 2021.

The CFO's office will send the fiscal year 2020-21 Closing Schedule soon. Please watch for this schedule which provides important deadlines related to year-end closing.

FACILITIES

As per the University's Energy Policy, thermostats across campus will be set to maintain 74-76 degrees during the cooling season. DFM aligns building temperatures to the schedules exported from ASTRA. It is imperative that departments schedule all classes and events in the ASTRA system, especially in the evening and weekend periods.

Special, last-minute requests will be accommodated but may incur department costs if overtime charges are incurred.

In offices and other spaces that will be unoccupied for long periods over the summer, please turn off lamps and other "plug-in" appliances to conserve energy.

Summer construction projects that may involve heavy construction, impede traffic, or disrupt parking will be communicated to campus personnel as they arise.

Projects of interest are the completion of The WKU Commons at Helm Library, First Year Village, demolition of Tate Page Hall, demolition of Garrett Conference Center, underground steam pipe upgrades, high voltage upgrades to Poland Hall, and Diddle Arena Roofing (phased).

HUMAN RESOURCES

After an intended pause, the Compensation Study project has been restarted with both the faculty and staff workstreams defined. The associated committees have reconvened, and discussions initiated around project continuance and objectives. Updates continue to be made to the HR website to keep the campus community informed and can be found here: <https://www.wku.edu/hr/compensation/compensationstudy/home.php>

As a reminder, the objectives of the Compensation Study are to:

Determine the University's current competitive position in the relevant market(s), which can be used to formulate recommendations and approaches moving forward. This includes faculty positions by academic discipline and rank and staff positions as matched against market data.

Establish updated salary structures, administration guidelines and applicable compensation policy.

PARKING & TRANSPORTATION

FY22 Permit sales are underway.

Summer parking begins Monday, May 4th. Faculty/Staff permits will be honored in all Faculty/Staff lots. Visit www.wku.edu/transportation/ for details.

PURCHASING

Individuals who are leaving WKU this summer who have purchasing duties will need to transition those responsibilities and notify the Purchasing Department that will assume those functions. These responsibilities include Procurement Cards, Banner Finance access, TopShop, Amazon, Comfuel and Managed Print Services (MPS). The Purchasing Department will work with the new designees for set up and training.

STRATEGIC PLAN: CLIMBING TO GREATER HEIGHTS 2018-2028

In December 2020, WKU reached the 25% point of our strategic plan.

Despite the pandemic, WKU made excellent progress on numerous SP goals. To view WKU's progress toward our goals, visit wku.edu/strategicplan.

Beginning this fall, strategic planning and implementation workshops / consultations will be offered as well as the starting (or re-starting) of additional initiatives.

Contact Bruce Schulte to request a workshop or to learn more about our strategic plan implementation.

THE INNOVATION CAMPUS at WKU

In April 2021, Buddy Steen, who has been working with the Central Region Innovation and Commercialization Center and who also serves as Executive-in-Residence for the WKU Center for Research and Development, added to his responsibilities the important work of leading the Innovation Campus at WKU initiative and was appointed the leader of the Western Kentucky University Research Foundation. The Innovation Campus at WKU initiative includes transforming existing facilities, reinventing programs, and gathering WKU's intellectual capital to build deeper and more meaningful relationships with business and industry.

WKU POLICE DEPARTMENT

WKUPD welcomes new locksmith, Greg Bell, and the Access Control Office will move back to the Police Department this summer.

WKUPD will remain open during the summer for community service needs and can be reached 24/7 by phone at 270-745-2548.

We are excited about a full return to our Hill in the fall. The Healthy on the Hill website will remain the repository for operational and safety considerations and will be updated throughout the summer as additional guidance arrives from state and federal agencies.

Have a safe and enjoyable summer!

Best,

Susan Howarth
Executive Vice President
Strategy, Operations and Finance
Western Kentucky University