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Brock University Senate

MINUTES OF MEETING #3 (2010-11)

SENATE BUDGET ADVISORY COMMITTEE

TUESDAY, DECEMBER 7, 2010, 10:00 AM

13TH FLOOR BOARD ROOM, SCHMON TOWER

PRESENT: Professor David Vivian (Chair), Professor Christine Daigle (Vice-Chair), Professor Tansu Barker, Professor Maureen Connolly, Dr. Greg Finn, Dean Philip Kitchen, Dr. Murray Knuttila, Professor John Lye, Professor Felice Martinello, Mr. Luke Speers, Mr. Denis Ursov, Professor Paul Zelisko

Ms. Joanne McKee, Ms. Margaret Thompson (Administrative Support)

REGRETS: Dean Thomas Dunk, Professor Sandra Felton, Mr. Steven Pillar, Professor Susan Sydor

Professor Vivian welcomed members to the meeting. Due to scheduling matters, the Chair requested and members concurred the agenda items regarding the Mid-Year Budget Review 2010-11 and the 2011-12 Budget Development be presented prior to the other agenda items.

1. Mid-Year Budget Review 2010-11

[An Information Item to the Financial Planning and Human Resources Committee *TOPIC: Mid-Year Budget Review 2010-11* dated November 30, 2010, together with Appendix I: Brock University Operating Budget, had been posted with the meeting materials.]

Ms. McKee referred members to the *Mid-Year Budget Review 2010-11*. She reviewed the Report, in detail, and highlighted several items within the Report including that the overall tuition revenue is estimated to be up by $1,739,673 or 2%, there is an expected enrolment based grant increase of $1,805,802, and the increase in retention has generated higher eligible undergraduate enrolment by approximately 354 FTEs and 518 BIUs. As well, the entire revenue variances of $3,545,475 have been set aside in a "mid-year reserve". Possible options for using the reserve, as outlined in the Report, are currently being considered and include the option to allocate an amount in support of academic investments.

During the Committee's consideration of the Report, Ms. McKee responded to questions and received comments from members. With respect to "Other Global Expenditures" outlined in the appended Brock University Operating Budget, Ms. McKee noted that it was a global University budget (including salary global budgets) which is committed but yet to be

distributed. It was suggested by a Committee member that it would be beneficial to see how these funds would be dispersed. A discussion ensued regarding carry forward budgets during which Ms. McKee noted that the budgets are carefully tracked and detailed analysis is provided to the Financial Planning and Human Resources Committee of the Board.

Ms. McKee noted that she would follow-up and provide further clarification to members regarding questions raised related to the number of FTEs and the global expenditures.

2. 2011-12 Budget Development

[An Information Item to the Financial Planning and Human Resources Committee *TOPIC: 2011-12 Budget Development* dated November 30, 2010, together with Attachment 1: Timelines and Process for 2011-12, had been posted with the meeting materials.]

Ms. McKee presented the Report regarding the 2011-12 budget development process and appended Timelines and Process for 2011-12 for the information of the Committee.

3. Approval of Previous Minutes

[The minutes of Meeting #2 (2010-11) held on November 12, 2010 had been distributed with the meeting materials.]

MOVED (Zelisko/Lye)

THAT the minutes of Meeting #2 (2010-11) held on November 12, 2010 be approved.

CARRIED

4. Business Arising from the Minutes

[An excerpt from the Report of the Chair of the Board to the Board of Trustees dated December 2, 2010 had been posted with the meeting materials.]

For the information of the Committee, Professor Vivian noted that included with the agenda materials was an excerpt from the Report of the Chair of the Board dated December 2, 2010 which contained short notes from the Board Chair garnered largely from a meeting of the Council of Chairs of Ontario.

5. Other Business - None

6. Adjournment

The meeting adjourned at 10:55 a.m.