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Brock University Senate

MINUTES OF MEETING #4 (2010-11)

SENATE BUDGET ADVISORY COMMITTEE

WEDNESDAY, MARCH 2, 2011, 3:00 PM

13TH FLOOR BOARD ROOM, SCHMON TOWER

PRESENT: Professor David Vivian (Chair), Professor Christine Daigle (Vice-Chair), Professor Danny Cho (for Dean Philip Kitchen), Dean Thomas Dunk, Dr. Greg Finn, Professor John Lye, Professor Felice Martinello, Mr. Luke Speers, Professor Susan Sydor, Professor Paul Zelisko

Ms. Joanne McKee, Mr. Steven Pillar, Ms. Margaret Thompson (Administrative Support)

REGRETS: Mr. Riaz Akseer, Professor Tansu Barker, Professor Maureen Connolly, Professor Sandra Felton, Dean Philip Kitchen, Dr. Murray Knuttila

Professor Vivian welcomed members and called the meeting to order.

1. Approval of Previous Minutes

[The minutes of Meeting #3 (2010-11) held on December 7, 2010 had been distributed with the meeting materials.]

MOVED (Speers/Daigle)

THAT the minutes of Meeting #3 (2010-11) held on December 7, 2010 be approved.

CARRIED

2. Business Arising from the Minutes

Ms. McKee expanded on two matters raised at the previous meeting. With respect to global expenditures, she noted that the funds are committed but held globally for control purposes. The details of the specific budget amounts are carefully monitored by the Financial and Administrative Services Budget Administrator pending reallocation of the funds. These budgets are explained in the annual budget report.

With respect to the number of FTEs, Ms. McKee confirmed the details of eligible FTEs which had a positive impact on tuition and enrolment based grants.

Dean Dunk questioned if the distribution of the increased FTEs factor into the determination of the budget targets of different units. Ms. McKee noted that, currently, there was not a direct correlation between growth and budget decisions and most growth was due to retention; however, it was further noted by Mr. Pillar that the University Budget Committee relies on each Faculty Dean to identify and make a request for additional resources to accommodate an increase in FTEs.

3. 2010-11 Fiscal Forecast @ January 31, 2011

[An Information Item to the Financial Planning and Human Resources Committee *TOPIC: 2010-11 Fiscal Forecast @ January 31, 2011* dated February 10, 2011, together with Appendix 1: Brock University Operating Budget had been distributed with the meeting materials.]

Ms. McKee provided an overview of the 2010-11 Fiscal Forecast at January 31, 2011 and appended financial information for the information. It was noted that the University's recent growth is largely due to successful policy to increase and maintain student retention. Discussion included remarks that following the current budget distribution method, two of the largest Faculties did not receive any of the enrolment commitment funding for incentives to increase spring/summer enrolment as those Faculties had reached capacity. Mr. Pillar indicated that as the University moves toward the implementation of BRAM (Brock Resource Allocation Model), the distribution method will continue to be examined.

4. 2011-12 Budget Development Update

[The *Brock University 2011-12 Budget Development Principles & Guidelines* and the *Brock University Budget Development 2011-12 Timelines & Process* had been distributed with the meeting materials.]

It was noted that the *Brock University 2011-12 Budget Development Principles & Guidelines* and the *Brock University Budget Development 2011-12 Timelines & Process* had been previously distributed via the Deans' offices to academic budget development centres.

The Committee discussed the importance of the budget development guidelines and principles and it was questioned if the Committee could, in future, be included in the development exercise.

By way of an overhead presentation, Mr. Pillar highlighted several areas that had been detailed in the President's e-mail communication to the Brock Community entitled "Preparation of the 2011-12 Operating Budget" dated February 18, 2011.

Following the presentation, the Committee engaged in a comprehensive discussion regarding the budget development process. The Committee looks forward to future reports about the impact of the two previous years of debt-reduction planning and the impact upon the academic mission of the University.

5. Other Business

Mr. Speers questioned why the University does not include minors on its diplomas. It was suggested that he forward the inquiry to the Senate Teaching and Learning Policy Committee.

6. Adjournment

The meeting adjourned at 4:30 p.m.