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Brock University Senate

MINUTES OF MEETING #6 (2010-11)

SENATE BUDGET ADVISORY COMMITTEE

WEDNESDAY, MAY 4, 2011, 3:00 PM

13TH FLOOR BOARD ROOM, SCHMON TOWER

PRESENT: Professor David Vivian (Chair), Dean Thomas Dunk, Professor Sandra Felton, Dr. Greg Finn, Dean Philip Kitchen, Dr. Murray Knuttila, Professor John Lye, Professor Felice Martinello, Professor Susan Sydor

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

REGRETS: Mr. Riaz Akseer, Professor Tansu Barker, Professor Maureen Connolly, Professor Christine Daigle, Mr. Luke Speers, Dr. Paul Zelisko

Professor Vivian welcomed members and called the meeting to order.

1. Approval of Previous Minutes

[The minutes of Meeting #5 (2010-11) held on April 5, 2011 had been distributed with the meeting materials.]

MOVED (Felton/Sydor)

THAT the minutes of Meeting #5 (2010-11) held on April 5, 2011 be approved.

CARRIED

2. Business Arising from the Minutes - None

3. 2010-11 Updated Budget Projections

[An Information Item to the Financial Planning and Human Resources Committee of the Board *TOPIC: 2010-11 Updated Budget Projections* dated April 14, 2011, together with Appendix 1: Brock University Operating Budget, had been posted with the meeting materials.]

An oral update on the 2010-11 budget projections had been provided by Ms. McKee at the previous meeting of the Committee. The Report was now being presented to the Committee as it had been received by the Financial Planning and Human Resources Committee of the Board of Trustees.

Ms. McKee highlighted several items within the Report noting that the 2010-11 operating results would be finalized over the next few weeks.

During discussion, Mr. Pillar and Ms. McKee responded to questions from members regarding the updated projections. It was noted that that with respect to academic implications of the budget exercise, a Report would be presented at the next meeting of the Committee from the Provost and Vice-President, Academic / Vice-Provost and Associate Vice-President, Academic.

4. 2011-12 Budget Development

[An Information Item to the Financial Planning and Human Resources Committee of the Board *TOPIC: 2011-12 Budget Development* dated April 14, 2011 had been posted with the meeting materials.]

An oral update on development of the 2011-12 budget had been provided by Ms. McKee at the previous meeting of the Committee. The Report was now being presented to the Committee as it had been received by the Financial Planning and Human Resources Committee of the Board of Trustees.

Ms. McKee noted that the draft final budget will be forwarded to the Budget Advisory Committee following presentation to the Financial Planning and Human Resources Committee of the Board on May 19, 2011.

During discussion, Mr. Pillar and Ms. McKee responded to questions from members. Concerns were noted that Faculties are in no position to plan adequately for future needs and that increasing issues are arising regarding infrastructure, space, deferred maintenance and faculty and staff resources. Mr. Pillar indicated that the five-year deficit reduction strategy approved by the Board of Trustees, by which the operating budget will be balanced by April 30, 2014, aims to reduce the deficit with minimal impact to academic programs. As well, in the absence of additional funding, the University is continuing to examine options to better utilize its existing space.

It was suggested that it would be beneficial for the University to examine further opportunities to increase ancillary revenues and other revenue generating opportunities. As well, details regarding the revenue generating and expenditures reduction initiatives undertaken to date by departments and units in an effort to reduce the deficit could be provided to the Committee for information.

5. Responses to the Invitation for Communications from Faculty Deans

[A memorandum to Faculty Deans from Dr. Daigle and Professor Vivian on behalf of the Budget Advisory Committee dated April 26, 2011 had been distributed with the meeting materials.]

Professor Vivian referred members to the memorandum that had been forwarded to Faculty Deans which invited the Deans to share their thoughts about the University's Budget Planning Process with the Budget Advisory Committee.

Copies of the responses received to date were circulated to members during the meeting for information. The Committee reviewed the responses during which Faculty Deans (who are members of the Budget Advisory Committee) expanded on their submissions.

The Committee engaged in a comprehensive discussion which included the following remarks:

- the method of developing the budget principles is not clear and there is uncertainty that the budget goals are mutually conducive;
- there is a possibility that the resource and planning needs are too ambitious;
- inequities exist within Faculties with respect to the employment of a budget officer and/or appropriate administrative support;
- Faculty Deans require budget training;
- there is an absence of information or a coherent understanding of the developing BRAM policy;
- possibility that we are in error to maintain our culture of a smaller university and that this is impeding budget development effectiveness;
- may be beneficial for the appropriate bodies of the Board and Senate to convene for a joint presentation regarding the budget.

6. Preparation of BAC's Advice to the Board of Trustees in Respect to the Operating Budget's Consistency with Academic Policy and its Consonance with the Goals of the University

Professor Vivian outlined the process for the development of the advice from the Committee and for presentation at the next meeting of the Budget Advisory Committee.

7. Pedagogical and Research Accounting: Alternative Strategies to Budget Development

The item would be placed on a future agenda for discussion.

8. Other Business – None

9. Adjournment - The meeting adjourned at 4:15 p.m.