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**Senate Budget Advisory
Committee**

MINUTES OF MEETING #7 (2011-12)

SENATE BUDGET ADVISORY COMMITTEE

TUESDAY, APRIL 17, 2012, 2:00 PM

13th FLOOR BOARD ROOM

PRESENT: Professor June Corman (Chair), Professor Roberto Nickel (Vice-Chair), Professor Maureen Connolly, Ms. Phuc Dang, Dean Tom Dunk, Professor Nota Klentrou, Dr. Murray Knuttila, Professor Dan Malleck, Dean Neil McCartney, Professor Steven Renzetti, Professor Susan Sydor

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

REGRETS: Professor Sheng Deng, Professor Carol Merriam

Professor Corman welcomed members and called the meeting to order.

1. Approval of Minutes

[The minutes of Meeting #6 (2011-12) held on March 20, 2012 had been distributed with the meeting materials.]

MOVED (Nickel/Klentrou)

THAT the minutes of Meeting #6 (2011-12) of the Budget Advisory Committee held on March 20, 2012 be approved.

CARRIED

2. Business Arising from the Minutes - None

3. Observations by Faculty Deans re: Operating Budget's Consistency with Academic Policy

Professor Corman noted that the Committee had previously received presentations from the Deans of the Faculties of Applied Health Sciences, Social Sciences and Mathematics and Science.

The Chair noted that Dean Blaikie, Faculty of Education, was unable to attend a Committee meeting in person, however, she had forwarded written observations. Professor Corman provided a summary of Dean Blaikie's observations, from the view of the Faculty of Education, regarding the operating budget's consistency with academic policy. Of note, the Faculty continues to teach more students with the same or fewer resources, there has been some decrease in administrative assistance and some elimination of professional development for certain segments of members within the Faculty.

Professor Corman noted that Dean Plyley, Faculty of Graduate Studies, had orally indicated that challenges arise related to the responsibility of the Faculty of Graduate Studies to ensure that there are a sufficient number of graduate student teaching assistants in each of the Faculties when the Dean of the Faculty of Graduate Studies does not issue the teaching assistant funding packages (they are embedded within each Faculty). In response to a question, Committee members shared additional information regarding budget implications related to the Faculty of Graduate Studies with respect to opportunities for teaching assistants, challenges that arise related to the part-time budget, and issues regarding interdisciplinary programs that are not department based and may not have enough core faculty to ensure supervision of graduate students as those faculty members also supervise within their own departments.

4. Reflections on Input Received from Faculty Deans

A Committee member suggested that as the budget deficit strategy approved by the Board of Trustees has been in place for several years now, it would be beneficial for the Committee to be presented with a report of the changing academic practices landscape with respect to where we were before the recession efforts began and where the University is now. For example, included in the Report could be information with respect to seminars, class size, and programs offered. It was further suggested that the Office of Institutional Analysis may be of assistance in the provision of such metrics.

5. Fiscal Forecast – March 31, 2012

[An Information Item to the Financial Planning and Human Resources Committee
TOPIC: Fiscal Forecast – March 31, 2012 dated April 12, 2012, together with Appendix 1 (schedule with detailed budget financial information) had been posted with the meeting materials.]

For the information of the Committee, Ms. McKee reviewed the Report and Appendix which contained updated information regarding operating revenue and expenditure budgets and actuals for the eleven months ending March 31, 2012. During the Committee's consideration of the Report, Ms. McKee responded to questions regarding the impact on in-year and the accumulated deficit.

6. 2012-13 Budget Development

[An Information Item to the Financial Planning and Human Resources Committee
TOPIC: 2012-13 Budget Development dated April 12, 2012 had been posted with the meeting materials together with the following attachments: 1. 2012-13 Budget Development Principles and Guidelines; 2. Council of Ontario Universities Press Release; 3. Association of Universities and Colleges of Canada Press Release; 4. AUCC “Highlights from the Budget Plan”; and 5. Ministry of Training and Colleges Memorandum re: Multi-Year Funding Outlook.]

Ms. McKee provided an overview of the Report and appendices regarding the development of the 2012-13 budget.

During the Committee’s consideration of the Report, a discussion ensued regarding this year’s proposed recession exercise between 2.5% (the figure predicted for the preparation of the 2012-13 budget) and 1.5% (a reduced target assigned in recompense for a plan for significant pedagogical and/or operational reform to be implemented for the 2013-14 budget year). Dr. Knuttila responded to questions regarding the determination of the reduced target by the University’s Budget Committee and received feedback from members regarding the need to provide Faculties with more guidance regarding the potential to increase spring and summer courses and potential implications for students with respect to the University’s current flat fee course structure.

7. Committee Discussion re: Advice on the 2012-13 Budget

[A copy of the presentation “Budget Update Projections and Strategies” previously presented to the Senate Budget Advisory Committee on February 7, 2012, had been distributed with the meeting materials.]

In preparation for the Committee’s consideration of a recommendation to Senate which will take place during the next meeting on May 18, 2012, the Chair encouraged members to view previous BAC Reports submitted to Senate available on the Secretariat website. Last year’s Report can be viewed at: http://www.brocku.ca/webfm_send/17155. The Chair reminded members that the draft final budget would be electronically distributed on the evening prior to the next meeting (and directly following the presentation of the draft final budget to the Financial Planning and Human Resources Committee of the Board of Trustees.) The Chair suggested, and members concurred, that the length of the next meeting be extended for an additional 30 minutes.

The Chair opened the floor for a discussion regarding the Committee’s advice on the 2012-13 budget. It was proposed that the following items be considered during the next meeting on May 18:

- Discuss and include in the Committee’s Report to Senate the need to develop an academic business plan to address the escalation of the historical, chronic budgetary inequities due to the across the board, equal budget cuts.
- There is a need for the Committees of Senate to meet together more frequently to discuss and share information regarding the implementation of innovative pedagogy;

- One of the mandates of the BAC is to advise Senate on the degree to which the administration's budgeting is consistent with the university's strategic plans. It is not clear if BAC knows enough about how some budgetary decisions are made in order to carry out this mandate. Specific examples of decisions for which criteria are not clear include the following:
 - how the administration allocates budgets between administrative and academic units
 - how the administration allocates budgets across Faculties
 - how faculty positions are allocated across Faculties and departments

Dr. Knuttila informed the Chair that he would be away from the University during May and would not be available to attend the BAC meeting on May 18.

8. Other Business – None

9. Adjournment

The meeting adjourned at 3:30 p.m.