

(Circulated prior to approval)



Senate

St. Catharines, Ontario, Canada L2S 3A1
T: 905-688-5550, Ext. 3334 F: 905-688-9754

www.brocku.ca

MINUTES OF MEETING #2 (2009-10)

SENATE BUDGET ADVISORY COMMITTEE

WEDNESDAY, NOVEMBER 4, 2009, 11:00 AM

13TH FLOOR BOARD ROOM

PRESENT: Professor Richard Parker (Chair), Professor Tansu Barker (Vice-Chair),
Mr. Will Crothers, Dean James Heap, Dr. Murray Knuttila,
Professor Felice Martinello, Professor Stan Sadava, Professor Susan Sydor,
Professor Barry Wright, Professor Paul Zelisko

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

REGRETS: Ms. Nadie Akseer, Professor Nota Klentrou, Professor Jamie Mandigo,
Interim Dean Barbara Sainty, Professor David Vivian

1. Approval of Previous Minutes

The minutes of the previous meeting held on June 24, 2009 had been distributed with the meeting materials.

MOVED (Sydor/Sadava)

THAT the minutes of the meeting of the Budget Advisory Committee held on June 24, 2009 be approved.

CARRIED

2. Report of the Chair

Professor Parker noted that the last meeting of the Committee had been cancelled due to a lack of agenda items. There was one new item of business for the Committee's consideration which had been included on the agenda and would be discussed next.

3. Invitation from the Brock Budget Committee

Professor Parker read a communication that he received from President Lightstone inviting various stakeholder groups, including the Budget Advisory Committee, to address the University's Budget Committee (Jack Lightstone, Murray Knuttila, Steven Pillar, Greg Finn, Joanne McKee and two member of the Board of Trustees) with respect to creative ideas for closing the funding gap by a further 5% with the focus being on revenue enhancement for the 2010-11 budget and to bring other concerns to the Committee. Stakeholders were invited to address the Budget Committee on either November 30 or December 9.

A discussion ensued during which it was suggested that it would be prudent for the Budget Advisory Committee to consult with Senate to obtain broader feedback which Professor Parker could then present to the Budget Committee.

MOVED (Barker/Sydor)

That the Budget Advisory Committee request feedback from Senate with respect to ideas for closing the funding gap.

CARRIED

Professor Parker would include the request for feedback from Senate in the Committee's Report for the November 18, 2009 Senate meeting.

4. Budget Update – Oral Report

Ms. McKee provided an oral update with respect to the 2009-10 mid-year budget review. The budget review provides an update to the approved budget assumptions concerning revenues and expenditures based on current information. Ms. McKee reviewed the time lines and processes involved, noting that Budget Developers recently had the opportunity to meet with senior administrators regarding any concerns. As well, the Advisory Committee on Institutional Data had completed its analysis, and it appears that tuition revenue is on target.

A detailed written report would be provided to the Committee at its next meeting on December 1, 2009. In the interim, Ms. McKee encouraged members to review the *Report on the Annual Final Budget Estimates 2009-10* available at http://www.brocku.ca/finance/infofinancial/0910_BudgetReport_webE

A comprehensive discussion ensued regarding the financial challenges facing the University. With respect to the development of the 2010-11 budget and its impact on academic planning (such as by the work of the Undergraduate Program Committee), it was emphasized that information regarding the budget be shared as early as possible in an effort to reduce duplication of work. Senior administrators were recognized for their efforts in ensuring a transparent budget process.

5. Other Business

Ms. McKee provided an oral update with respect to the development of the Brock Resource Allocation Model (BRAM) by the Resource Allocation Working Group since the previous presentation to the Committee on June 24, 2009. Dean Heap has made presentations and consulted with various University stakeholders with respect to the transitional Alpha version of BRAM. The Resource Allocation Working Group continues to meet to develop the Beta version. Dean Heap anticipated that a slightly revised BRAM report would be posted on the Brock portal in December.

6. Adjournment

On a motion by Professor Sydor, seconded by Professor Sadava and carried, the meeting adjourned at 12:05 p.m.