

## **Minutes**

**Present:**

David Atkinson  
Douglas Baker  
Kathleen Bigsby  
David Davidson  
Geoff Dean  
Harj Dhaliwal (Chair)  
Catherine Dubé  
Deborah Dunn  
Gordon Lee  
Vivian Lee  
Judith McGillivray  
Douglas Torrance

**Regrets:**

Mary Androsiuk  
Arvinder Bubber  
Chris Burns  
Dana Cserepes  
Robert Finlayson  
Rob Fleming  
Linda Schwartz  
Helen Vallee

**Recorder:** Elizabeth Merritt, University Secretariat

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**1. Confirmation of Agenda**

The agenda was confirmed by consensus.

**2. Minutes**

The minutes of April 22, 2009 were approved by consensus.

**3. Chair's Report**

No report.

**4. Comparison of Educational Costs across the Region**

Kathleen Bigsby provided information on educational costs for Kwantlen students and others across the region. Tuition costs at Kwantlen are the lowest in the region with the exception of Douglas College. The most significant cost for Kwantlen students who do not live at home are living costs, not tuition. A significant number of Kwantlen students work

between 10 and 30 hours a week while pursuing their education. Kathleen Bigbsy recommended the following document regarding access to post-secondary education, *The Price of Knowledge*, from the Millennium Scholarship Foundation. It is available online at: <http://www.millenniumscholarships.ca/en/newsevents/newsfull.asp?newsid=169>

**5. Audited Financial Statements Review**

Gordon Lee and Vivian Lee walked the committee through the Audited Financial Statements 2008/09 and the Audited Enrolment Statements 2008/09 which provide a snapshot of the financial and enrolment position of Kwantlen as of March 31, 2009.

It was agreed that the Chairs of the Senate Standing Committees on Academic Planning and Priorities and University Budget will meet with Gordon Lee and Judith McGillivray in October/November 2009 regarding academic and budget priorities and the agendas for both committees.

Vivian Lee will provide background information regarding Schedule 3, page 18, of the Audited Financial Statements 2008/09 (attached).

**6. Timeline for Budget Development Process**

The Chair discussed the timelines for the budget development process from June 2009 to June 2010, including the items the committee will have to consider.

**7. Discussion**

Elizabeth Merritt will post supporting documents on the committee website as a resource for members (<http://www.kwantlen.ca/senate/committees/budget.html>).

**8. Adjournment**

The meeting adjourned at 6:00 pm



harjdhaliwal@shaw.ca

06/26/2009 09:19 AM

Please respond to  
harjdhaliwal@shaw.ca

To "Elizabeth Merritt" <Elizabeth.Merritt@kwantlen.ca>

cc

bcc

Subject Fw: SSC University Budget June 24th Meeting Follow up

History:

This message has been forwarded.

Elizabeth, Can you please forward this to the committee. Harj

Sent on the TELUS Mobility network with BlackBerry

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**From:** Vivian Lee

**Date:** Thu, 25 Jun 2009 19:23:26 -0700

**To:** Harj Dhaliwal <Harj.Dhaliwal@kwantlen.ca>

**Subject:** SSC University Budget June 24th Meeting Follow up

Hello Harj,

As a follow up on Deborah's question regarding the "Facilities expenses" incurred by the Instruction and Library and Media Services areas on Page 18 of the financial statements:

As discussed at yesterday's meeting, "Facilities expenses" includes a number of maintenance costs related to our facilities, such as utilities, cleaning, building and grounds maintenance. However, included in this item is also equipment maintenance, and software and network/server licensing costs and other maintenance expenses.

In FY09, Facilities expenses included the following:

1. \$488,760 under the Instruction function (also includes areas that directly support Instructional activities), consisting of:
  - Equipment maintenance costs incurred by Printing Services (\$385,000)
  - Equipment maintenance costs incurred by Trades and Technology (\$103,000)
2. \$863,403 under the Library and Media Services function, consisting of:
  - Network/server and software costs incurred by IET (\$806,000).
  - other expenses.

If you have any further questions, please let me know.

Regards,

Vivian

Vivian Lee  
Manager, Budgeting and Assurance