

Minutes

Present:

David Atkinson
David Davidson
Geoff Dean
Wade Deisman
Harj Dhaliwal (Chair)
Deborah Dunn
Gordon Lee
Kathy Lylyk
Douglas Torrance
Helen Vallee

Regrets:

Mary Androsiuk
Arvinder Bubber
Chris Burns
Dana Cserepes
Catherine Dubé
Robert Finlayson
Rob Fleming
Claudette Kelly
Vivian Lee
Judith McGillivray

Guests: Takashi Sato

Recorder: Elizabeth Merritt, University Secretariat

1. Confirmation of Agenda

The agenda was confirmed by consensus.

2. Minutes

The minutes of November 12, 2009 were approved by consensus.

3. Chair's Update

The Chair noted that, since the last committee meeting, the proposal for a new Faculty of Library and Student Engagement Services was defeated at the November 30, 2009 Senate meeting. At the December 14, 2009 Senate meeting, it was requested that the Chair of the Board of Governors be invited to the next Senate meeting to answer questions related to correspondence between the Board and the Kwantlen Faculty Association.

4. Budget Update

- a. Gordon Lee provided an update on Kwantlen's fiscal environment. He noted that Kwantlen is unlikely to receive a funding increase for 2010/2011 in light of the provincial economy and the fact that Kwantlen's FTEs are only at about 95% of the target. Other budget items for information and discussion follow.
- Infrastructure funding will be unavailable because of the economy. Kwantlen has received \$8 million in infrastructure dollars for projects that are underway.
 - The Government of BC has set a zero mandate for salary increases and a 0-1% tuition increase.
 - The cost of College Pension Fund contributions will increase about .5%. A similar increase is expected for the Municipal Pension Fund.
 - The College Pension Fund has had to make changes regarding inflation indexing by limiting benefits for retirees.
 - Parking costs at Kwantlen will increase because of the TransLink tax which will be increased from 7% to 21% effective January 1, 2010. This will not immediately affect employee annual rates which are currently covered under the Collective Agreement. Annual rates for parking have been the same for about 8 years although daily and monthly rates have increased during the same period. The new increased rates may be deemed a benefit as the difference between market cost and subsidized cost could be seen as a form of compensation. In July 2010, there will be a further increase because of the HST. Currently, GST is the only tax on parking other than TransLink. In July, 7% PST will be added under the new Harmonized Sales Tax. The cost to the institution is estimated to be about \$140,000. Students will also have to pay an increased cost for TransLink student passes.
 - Using credit cards to pay tuition has been cancelled at SFU and UBC. The transaction costs for credit cards Kwantlen is about \$400,000 per annum. Kwantlen is investigating online Interac payment options.

Action

- Kathy Lylyk will provide pension information regarding the impact of a .5% increase
- b. Kathy Lylyk provided information about the budget process to be followed over the next few months. Information about the process and the budget timelines can be found on the Finance website - http://www.kwantlen.ca/finance/budgeting_assurance.html

Timelines

- January 25 & 26 – Budget proposals presented by Deans & Directors
- January 30-February 10 – prepare Budget 2010/11 document
- February 18 – Budget review by SSC University Budget
- March 1 – Budget review by Senate
- March 10-15 – Budget review by Board Finance Committee
- March 24 – Budget review *by* Board of Governors

Budget meetings will be held with the Deans on January 25 and 26, 2010. Budget request information will be sent to all academic and administrative units and will include request categories in the following areas:

- New initiatives
- Technology
- Infrastructure
- Revenue generating opportunities

Action

- Kathy Lylyk will provide copies of the Deans' requests to the members of the Select Standing Committees on Academic Planning & Priorities and University Budget for a combined meeting late in January or early February, 2010.
- Information requested at the November Budget Committee meeting regarding administrative costs at Kwantlen over a 3 year period will be provided at the September 2010 meeting by which time Kwantlen will have completed two cycles under the new budget format including year-end reporting.

5./ 6. Academic Planning & Priorities Update

Wade Deisman explained the process behind the development of the Academic Priorities that were approved by Senate on December 14, 2010. The priorities are intended to be guidelines to inform the budget process.

7. Adjournment

The meeting adjourned at 11:00 am

SSC University Budget website:

<http://www.kwantlen.bc.ca/senate/committees/budget/>