

Minutes

Present:

Chris Burns
David Davidson
Harj Dhaliwal (Chair)
Catherine Dubé
Deborah Dunn
Gordon Lee
Vivian Lee
Douglas Torrance
Helen Vallee

Regrets:

David Atkinson
Arvinder Bubber
Dana Cserepes
Art Coren
Geoff Dean
Wade Deisman
Robert Finlayson
Claudette Kelly
Judith McGillivray
Dana Wade

University Community Members:

Sandi Klassen
Vivian Lee
Kathy Lylyk

Recorder: Elizabeth Merritt, University Secretariat

1. Confirmation of Agenda

The agenda was confirmed by consensus.

2. Minutes

The minutes of May 13, 2010 were approved by consensus subject to amendment.

3. Finance Update

Kathy Lylyk reported that the Audited Financial Statements for Fiscal Year ended March 31, 2010 were approved by the Board of Governors on June 16, 2010. There has been no significant increase in the grant from the Government of BC for 2010/11. Enrolment is up both domestically and internationally. No decision has been made yet about allocating Kwantlen's current surplus. Information is expected to be forthcoming over the summer. The Government of BC has allowed a 2% tuition increase as per its guidelines. HST is not

expected to have a significant impact on the institution. For the most part, the tax should have a neutral impact on most areas' budgets.

Budget Timeline

- The committee discussed the draft timeline for creating the 2011 budget. Concerns were raised about the scheduling of dates for academic planning and priorities to be established and the need for information regarding the big picture of institutional budget decision making. Most institutions follow a cycle where the priorities are established for the following fiscal year, not the current fiscal year. Discussion followed about the format of the budget presentations from each department. Facilities and IET will be asked to provide budget information at the fall presentations as well as each faculty and the library. Throughout the fall meetings are scheduled to include time for each area to make budget presentations to the committee. A template will be provided to ensure that the same information is provided.

Action

- The Chair of SSCUB will contact the Chair of SSC Academic Planning and Priorities about the draft timeline.
- Kathy Lylyk will provide committee members with a summary chart of showing 2 year budget comparisons, employee and student FTE breakdowns, type of employee (administrative, instructional, instructional support) and information on instructional and salary costs per section by August 2010.
- The mandate of the SSCUB will be provided to each presenter.

4. Adjournment

The meeting adjourned at 10:50am

SSC University Budget website:

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