

Academic Planning and Budget Committee
December 9, 2024 at 3pm – 5pm
University Boardroom A341

IN ATTENDANCE:

Chad London	Provost and Vice-President, Academic, VICE-CHAIR
Mustansar Nadeem	Vice-President, Finance and Administration
Karim Dharamsi	Vice-Provost, Academic
Phil Warsaba	Vice-President, Students
Jonathan Withey	Deans' Council Representative
Lee Easton	GFC Academic Staff Member (Arts) (<i>virtual</i>)
Leda Stawnychko	GFC Academic Staff Member (Business, Communication Studies & Aviation)
Robyn Madden	GFC Academic Staff Member (Health, Community and Education)
Chris Lovallo	GFC Academic Staff Member (Science and Technology)
Katharine Barrette	Academic Staff Member (University Library)
Fiona Chetty	Student Representative
Celine Dixon	Student Representative

Resources

Mo Sadek	Director, Budgets and Resource Planning
Mohammad Amin	Director, Institutional Research and Planning
Linda Van der Zande	Director, Office of the Provost
Sheena Dyer	Assistant University Secretary, GFC, RECORDING SECRETARY

Guests

Carlos Arenas	Director, Financial Operations
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The Acting Chair called the meeting to order at 3:00PM.

1. Approval of Agenda

Moved and seconded:

THAT the Agenda for the December 9, 2024 Academic Planning and Budget Committee meeting be approved.

Motion carried

2. Approval of Meeting Minutes

2.1. Minutes from October 28, 2024

Moved and seconded:

THAT the Minutes of the October 28, 2024 Academic Planning and Budget Committee meeting be approved.

Motion carried

2.2. Business Arising from the Minutes

There was no business arising from the minutes.

3. MOU on Academic Cooperation – MRU and Royal Roads University

P. Warsaba chaired this portion of the meeting, as C. London brought this item forward.

C. London explained that Royal Roads University in Victoria, British Columbia and Mount Royal University are developing a Memorandum of Understanding on Academic Cooperation and summarized the information provided in the meeting package. In response to questions, it was explained that discussions are in the early stages, and areas to be considered in upcoming discussions include: tuition rates for MRU students, onsite programming at MRU, appointing the point person to lead the initiative, and potential for other post-bachelor programming opportunities.

Comments were made in support of the opportunity. It was noted that this information has been shared with the MRU Board of Governors and will be shared with GFC, as well.

C. London chaired the remainder of the meeting.

4. Quarterly forecast updates

M. Nadeem summarized the quarterly forecast update and the “Unconsolidated Statement of Operations Quarterly Comparison” information as at September 30, 2024. An overview of the quarterly forecast update details (total revenues and expenditures) was provided.

In response to a question, it was explained that “Other fees” include items such as aviation, non-instructional fees, and application fees. The reduction was attributed to the flight school (reduced flying fees).

5. Budget Engagement: Revenue generation discussion

A presentation was given on “Budgeting for Revenue Generating Units” that covered background, Operating budget – Revenue, examples of revenue generating units, and future direction. Questions were responded to for additional information on the following areas:

- Flight school as a revenue generating unit and how it relates to the Aviation credit programming
- Process for setting various revenue targets
- Challenges and opportunities with government mandates to increase revenue
- Connection to the Academic Plan to support revenue generating opportunities

6. 2023-2030 Academic Plan Update

C London gave an update on the high level discussions that have been taking place on new program development and sustainable enrolment expansion, in the event there are calls for this to occur. A formal update about the implementation of the Academic Plan is being developed and will be presented to APBC and then GFC in early 2025.

The Vice-Provost, Academic gave a brief update on the Experiential Learning Steering Committee and General Education Steering Committee’s work.

7. Committee Chair Report

A copy of the most recent Committee Chair's Report to GFC was provided for information.

8. New Business

There was no new business.

9. Adjournment 4:18PM