



**Meeting of the Budget Development Group #5  
January 25, 2022  
Minutes**

The following members participated: Anne Comfort, Philip Cormier, Nauman Farooqi, Jeff Hennessy, Robert Inglis, Margaret-Ellen Messinger, Chris Milner, Michael Nolan and Courtney Pringle Carver

**1. Minutes**

The January 18, 2022, minutes were approved as circulated.

**2. Provost and VP Academics & Research (VPAR) Budget Submissions & Priorities**

Dr. Hennessy advised he is responsible for:

- Faculty, teaching, academic programs and research within the academic sector
- Advancing the University mission and keeping priorities aligned with mission objectives
- Shares a responsibility with the VP Finance for the careful deployment of resources and maintenance of long-term health and sustainability of the University

Sub Units Include:

- Academic Faculties: Arts, Science, Social Sciences
- Libraries and Archives
- Office of Research Services (also graduate studies)
- Registrar's Office
- Purdy Crawford Centre for Teaching and Learning
- Owens Art Gallery

**Challenges:**

- Enrolment level not sustainable yet, though growing
- Enrolment crunch in some key areas, under-enrolment in others
- Understaffed in some areas
- Balance of program innovation vs sustainability of existing programs

The University's 3-year **Strategic Academic Plan** will be presented to Senate on February 8, 2022 and will have the following future budget implications:

- Technology
- Space
- Infrastructure
- People

**Current budget priorities:**

- Support growing programs
- Support new programs
- Regularize some key staff positions
- Consider academic leadership priorities (research and graduate studies)

Dr. Hennessy noted his top priorities were noted with an asterisk \*.

**General Requests (\$108,000)**

- Academic Planning and Program Development Officer\*
- Interdisciplinary Health Studies – 2 Stipends\*

**Faculty of Science (\$386,000)**

- Aviation Coordinator – contract extension to 12 months\*
- COMP – Two-Year Term Position\*
- 4 Course Stipends – DATA, CHEM, BIOL\*
- TA Increases – MATH/CS\*
- Aviation Operating Budget\*
- Biology/Chem Lab techs\*
- Rotating Lab Tech Extension
- Computers and AV Equipment
- Minimum Wage Increase will also affect TA budgets

**Faculty of Social Sciences (\$308,000)**

- GENS Instructor – Supports Aviation Courses\*
- TT Position in Marketing – Commerce\*
- Increase to Departmental TA Budgets\*
- Room Upgrades in AVDX – 230, G12, G09, 115
- Office Furniture and Ergo Assessments
- Computer Equipment
- Sociology - Human Services & Career Skills Training
- Geography – Field Trips

**Faculty of Arts (\$389,600)**

- Drama/Screen – 3-Year Term\*
- Drama – Term Instructor\*
- Increase to Departmental TA/Student Tech Budgets\*
- Increase to Department non-salary operating\*
- Various INDG and CENL – admin support, elder fees, supplies, transportation\*
- 6 Course Stipends
- Computer Equipment
- Office Equipment
- Music Instruments and Equipment
- Fine Arts Equipment

**Library (\$303,000)**

- Teaching and Research Librarian – Social Sciences, Business, and Government\* (recommend 3-year term)
- Library Acquisitions Budget Inflation\*
- Creative Arts/Media Librarian – term\*
- Open Access Author's Fund
- Access Services Summer Assistant
- Archives and Special Collections Assistant
- Software and Computer Upgrades
- Two staff may need to be replaced due to retirements in existing budget

### **Registrar's Office (\$132,000)**

- Student Service Coordinator to transfer credits including MFC coordination
- Academic Advisor (MASA 9) to accommodate increase in student numbers and additional pathway agreements
- Two additional Recruit Licenses to enhance registration and admission processes
- PD training on Ellucian/Colleague to improve financial aid administration

### **Office of Research Services (\$134,597)**

- Associate Director - Research Innovation and Industry Liaison\*  
(40% recouped through arrangement with Springboard Atlantic and partially in existing budget)
- Associate VP – Research and Graduate Studies

### **Purdy Crawford Teaching Center**

- Director of PCTC
- Currently can be funded for a few years from Ideas Lab budget and PCTC unspent endowment funds
- Longer term – will need to be funded from endowment
- Will incur additional operating expenses by displacing other functions currently funded by PCTC endowment (i.e. Indigenous Student support)

### Owens Art Gallery

- HVAC replacement – \$\$\$!
- Possibility of shared cost with cultural spaces fund and regional development corp.

### **Actions Required**

- *Chris, Trudy & Robert to put all asks in a table side by side and ensure there is alignment from all areas and identify which are one time and which are continuing costs*
- *Once all presentations are made, this committee will rank each request*

### **3. Adjournment**

There being no further business, the meeting was adjourned

Respectfully submitted,  
Trudy Hicks,