

**Meeting of the Budget Development Group # 7  
February 16, 2024  
Minutes**

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The following members participated: Pierre Arsenault, Craig Brett, Suhjung Chun Anne Comfort, Sarah Fanning, Robert Inglis (Chair), Courtney Pringle-Carver, Greg Sandala and Vicki St. Pierre

**1. Minutes**

The February 9, 2024 minutes were approved as circulated.

**2. Provost & Vice President Academic & Research Budget Submissions & Priorities**

Dr. St. Pierre highlighted the areas she is responsible for which include:

- Faculties (Arts, Sciences and Graduate Studies, Social Sciences and Business)
- Deans (Including Dean of Libraries)
- Library and Archives
- Owens Art Gallery
- Admissions, Recruitment, and Awards
- Registrar's Office
- Purdy Crawford Teaching and Learning Centre
- Extended Learning Program
- Program Development Officer
- Office of Research Services

Her budget priorities are:

Library (\$178,000)

- 2-Year Term – Humanities and Student Engagement Librarian
- Ongoing Electronic Resources to maintain current databases
- Archives Assistant (50%)

Admissions, Recruitment, Awards (\$36,500)

- Recruitment Officer for USA market (3-month contract)

Academic Departments and Programs (\$110,000)

Ongoing Stipends (Aviation, Data Science, Grad Studies, Chem and Biochem and Indigenous Studies)

Ongoing Biosafety Officer

Ongoing lab instructor/technician in Data Science

Registrar's Office (\$71,500)

Additional recruit license

New Academic Advisor

Owens Art Gallery (\$16,000)

Part of salary for Curator of Education and Community Outreach

**3. Federally Imposed Cap on International Students**

Ms. Comfort provided an update on the number of visas going to be issued to international students and where things stand with the province on determining the number of attestation letters that the province will issue and how they will be allocated to the post-secondary institutions.

Respectfully submitted,  
Trudy Hicks,