

**Meeting of the Budget Development Group # 2  
December 18, 2023  
Minutes**

---

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 November 28, 2023 minutes were approved as circulated.

**2. Enrolment Data**

Enrolment data for 2024-2025 was reviewed.

**3. Policy 7203 – Budget Development Principles and Guidelines**

An overview of the guiding principles that the University is required to consider when building a budget was provided.

**4. Budget Development Group's Principles for Making Decisions**

The committee felt the following principles should be used to determine what this year's budget should focus on:

- Smart enrolment increases
- Maintain student experience

**Actions Required**

- *Chris to provide retention rates by program, number of students who have left since September and data on entering classes over past 10 years*
- *Chris to build a model that will inform what incremental investments could look like by enrolment outcomes*

Respectfully submitted,  
Trudy Hicks,