

Meeting Notes
Planning and Budget Committee (PBC)
November 23rd, 2020
3:30 pm to 5:00 pm, WebEx

Attendance

M. Abrahams, VPA and Provost (Chair)
Y. Alabed, MUNSU
C. Bazan, Engineering
S. Cadigan, AVPA
E. Kendall, Medicine
S. MacKenzie, Humanities and Social Sciences

A. Marland, Humanities and Social Sciences
K. Matthews, CIAP
R. Nolan, CIAP
L. Pike, Budget Office
J. Porter, Registrar's Office
H. Usefi, Science
M. Woods, Medicine

Unable to Attend

K. Anderson, Education
P. Brett, Marine Institute

P. Ravichandran, GSU

By invitation: Catharyn Andersen

1. Review of agenda and meeting notes of October 21st, 2020

M. Abrahams asked if there were any errors or omissions in the meeting notes. The meeting notes for October 21st, 2020 were approved as presented.

2. Updates

1. Covid-19

M. Abrahams noted that the university continues to respond to the myriad issues relating to Covid-19.

2. Annual Report to Senate 2019-20

The annual report was submitted to the Senate Office on September 25th.

M. Abrahams noted that feedback was provided by Senate, and provided details on the questions posed and response provided.

3. Notification of Special Meeting of Senate

K. Matthews noted that the Senate office has been notified that PBC will not make a submission for November special meeting of Senate. PBC will be asked for submissions for the March 2021 special meeting of Senate.

E. Kendall noted the value of submitting topics for special meetings of Senate. It is an effective way to encourage debate and discussion at Senate.

3. Strategic Framework for Indigenization – Financial Implications

A letter sent by Catharyn Andersen on behalf of the President's Advisory Committee on Indigenous Affairs, responding to questions submitted by PBC, was distributed to committee members ahead of this meeting.

M. Abrahams introduced discussion of strategic framework for indigenization and asked for feedback prior to inviting Catharyn Andersen, Special Advisor to the President on Indigenous Affairs, to join the meeting.

C. Andersen joined the meeting. M. Abrahams asked committee members for further questions. Discussion ensued and included:

- Is there a priority for 100% of faculty and administration to be hired up-front, or will there be a staged approach to recruitment and hiring?
 - C. Andersen explained that there is a plan to hire in a stepped approach, with hiring occurring year-by-year. Further detail will be sent via email to the committee;
 - C. Andersen clarified that implementation of student supports will also occur in stages.
- Multi-year budget implications: are annual increases expected for budget?
 - C. Andersen explained that many of the recommendations will be actioned by initial staff complement. Framework brings attention to the critical building blocks, and there will be additional resources required moving forward. While uncertain of the future resource needs, it will be important to continually re-evaluate and continue to support.
 - Some of the recommendations in the framework will require further planning and investigation to identify additional resourcing needs.
- It was noted that, while multi-year costing is challenging at this time, this will likely lead to transformation of budgeting and re-purposing of funding to support these initiatives;
- Are there specific targets related to indigenous student and faculty recruitment?
 - These goals will be developed throughout the early stages of implementation;
- Would it be possible to accelerate and support implementation by finding synergies with other plans and frameworks (eg. EDI initiatives)?
 - C. Andersen noted that there are opportunities for partnerships and synergies, and related discussions are ongoing.

M. Abrahams thanked C. Andersen for attending and for providing further details.

Action item: C. Andersen will provide further details to K. Matthews and L. Pike, and the proposal will then be submitted for Senate review.

4. Enrolment Review

K. Matthews introduced annual enrolment review, noting that this update is provided to the Planning and Budget Committee each Fall. This information comes from the Fact Book for Memorial University, and the presentation is prepared by CIAP.

K. Matthews gave presentation regarding the following items:

- Permanent employees March 31 2017 – March 31 2020;
- Overall enrolment trends, by level, by full-time/part-time status, and by student origin;

Discussion ensued and included:

- Are the presented trends meeting goals for the university?
 - K. Matthews noted that increases in enrolment may be positive in terms of government relations and potential funding implications, but increases in enrolment without increased resourcing have further implications.
 - Enrolment targets are being developed as part of the process of preparing the undergraduate strategic enrolment plan;
- Do we have accurate data on indigenous students? If so, it would be helpful for the strategic indigenization framework. Students self-identify as indigenous, and work being done to increase accuracy;
- Are there efforts being made to better understand out-of-province Canadian students?
 - Tuition is an obvious factor, and comes up frequently in surveys of students;
 - The quality of programs offered at Memorial cannot be ignored as a factor, but it is believed that tuition is the main factor for out-of-province students deciding to attend Memorial;

5. Review of PBC Terms of Reference

M. Abrahams opened discussion of PBC Terms of Reference. K. Matthews noted that there has been discussion via email since the last meeting, and proposed that the PBC strike a working committee on Terms of Reference to review and revise terms.

It was suggested that a working group on PBC Terms of Reference be struck with membership of K. Matthews, E. Kendall, and A. Marland.

Moved: M. Abrahams; Seconded: Michael Woods

Working group with mandate to review and revise Terms of Reference approved unanimously.

6. Other Business

No other business presented.

7. Adjournment

The meeting adjourned at 4:55 PM