

Meeting Notes

Integrated Planning Committee Meeting

October 15, 2018

3:30 – 4:30pm

A-2029

Attendance:

Dr. Noreen Golfman, Provost & VP (Academic) (Chair)
Dr. Sean Cadigan, Associate VP (Academic)
Dr. Donna Cox-Hardy, Social Work
Dr. James Feehan, Humanities & Social Science
Bailey Howard, MUNSU
Jillian Kavanagh, Marine Institute
Dr. Laura Robinson, Arts & Social Science, Grenfell
Dr. Ian Sutherland, Music
Lori Pike, Budget Office
Réanne Kinsella, CIAP

Unable to attend:

Dr. Donald McKay, Medicine
Dr. Aimée Surprenant, Graduate Studies
Rizza Umali, GSU
Jennifer Batten, Office of the Provost
Keith Matthews, CIAP

1. Review of meeting notes from October 1, 2018

The meeting notes from October 1, 2018 were reviewed and accepted by the Committee.

2. Post-Secondary Education Review

The Terms of Reference for the Post-Secondary Education Review have been released and circulated to the University Community for feedback. Members of PBC have also reviewed and will provide a formal response to Government on behalf of Senate. Dr. Golfman encouraged members of the University Community to provide feedback as well. Feedback is due by November 4. A Committee of Experts will then be established by January. The Committee is still pondering the extent to which the Terms of Reference might be discussed during Budget Consultation sessions.

3. Update from the Working Group

The Working Group continues to meet on a weekly basis. The following are updates from the Working Group.

a) Communications Plan

A draft communications plan was circulated to the Committee for review. It was noted that the plan largely aligns with the communications plan developed during the previous year. IPC members agreed with the proposed approach and did not have any further feedback to provide.

b) Consultation Schedule

The consultation schedule has been confirmed, as follows:

Monday, Nov 5	3:30-5:00pm	St. John's Campus, IIC-2001
Tuesday, Nov 6	2:00-3:30pm	St. John's Campus, IIC-2001 (session to be livestreamed)
	7:30-9:00pm	St. John's Campus, IIC-2001
Thursday, Nov 8	3:00-4:30pm	Marine Institute, Hampton Hall
Monday, Nov 19	Afternoon (TBD)	Grenfell Campus

Due to scheduling conflicts, the session to be held in Grenfell will be held several weeks later than all other sessions in St. John's. It was also noted that one session (Tuesday, afternoon) will be livestreamed. IPC members posed questions regarding the interactivity of this session. The Working Group is still liaising with CITL at this time to determine the details associated with the livestreaming option. The Committee stressed the importance of communicating in advance the level of interactivity that will be possible so that attendees are aware of the capacity to ask questions, etc. The Working Group will continue to work with CITL on this matter and include the details in the communications to the University Community.

c) Budget Update Report

The Committee reviewed the draft Budget Update Report. The report is still a work in progress as some information regarding actions taken since last spring is still forthcoming. Dr. Golfman noted the importance of the update report in demonstrating that we continue to be faithful to the process. Committee members provided some suggested revisions. IPC members acknowledged the difficulty in capturing "administrative efficiencies" that have occurred, particularly as some were associated with time efficiencies, rather than budget efficiencies. Overall, IPC is content with the report but suggested that formatting be enhanced prior to its distribution. The Working Group will continue to work towards the completion of this report.

d) Online Survey

Réanne Kinsella indicated that the online submission form was submitted to the Institutional Survey Oversight Committee (ISOC) and obtained approval. The Working Group sought specific feedback regarding the use of a Likert scale for question 3. ISOC agreed that a 5-point Likert scale would produce the best source of data.

The Committee provided other suggested revisions. The Working Group will make all further changes to the form. CIAP will then make the form accessible online through the use of Qualtrics. IPC recommended that the online submission form be available during the consultation period, rather than following the consultation period (as was the case last year).

4. Other Business

The meeting was adjourned at 4:00pm.