

Meeting Notes

Integrated Planning Committee Meeting

April 1, 2019

3:30 – 4:30pm

A-2029

Attendance:

Dr. Noreen Golfman, Provost & VP (Academic) (Chair)
Dr. Neil Bose, VP (Research)
Dr. Sean Cadigan, Associate VP (Academic)
Dr. Danny Dyer, Science
Bailey Howard, MUNSU
Sana Jamil, GSU
Jillian Kavanagh, Marine Institute
Roxanne Millan, Office of the Provost
Dr. Laura Robinson, Arts & Social Science, Grenfell
Dr. Aimée Surprenant, Graduate Studies
Dr. Ian Sutherland, Music
Lori Pike, Budget Office
Jennifer Batten, Office of the Provost
Keith Matthews, CIAP
Réanne Kinsella, CIAP

Unable to attend:

Dr. Claude Daley, Engineering and Applied Science

1. Review of March 19, 2019 meeting notes

The Committee reviewed and approved the meeting notes from March 19, 2019.

2. 2019 Operating Budget Report - Debrief

The Committee discussed the 2019 IPC Operating Budget Report. Dr. Golfman indicated that the report has been sent to Dean's Council, PBC, and VPC for feedback. To date, Dean's Council indicated that they did not have concerns with the report.

Members of IPC provided editorial feedback on a few specific sections of the report. Dr. Golfman thanked the Working Group for their work on drafting the report. Based on the last round of feedback, the Working Group will make further changes and a cover letter will be prepared to formally submit the report to the President. The report will then be posted publicly on the Memorial website, as well as presented to the Board in May.

3. Next Steps/IPC Meeting Schedule

Mr. Matthews noted that the next activity in the process will be to develop the mid-year IPC Update Report (fall 2019) to outline all actions taken in response to IPC's recommendations. It was suggested that information be gathered from portfolio heads earlier than last year to facilitate the development of the report.

It was suggested that IPC begin meeting on a monthly basis, rather than bi-weekly, now that the report has been completed.

4. Other Business

Dr. Golfman explained that VPC recently struck a new committee to support longer-term budget planning. The committee will first focus on budget planning for the upcoming year, particularly regarding recommended allocation of the savings achieved from the VRP. The committee will then focus on the following three years. Recommendations will be based on the IPC report and the committee will provide an update to IPC once the committee's work progresses.

Dr. Golfman noted that the provincial budget will be announced over the next few weeks. It was noted that IPC could hold an emergency meeting if the budget contains anything significant or unanticipated.

The meeting was adjourned at 3:50pm.