



Members:

Antonella Alves
Linda Arnold
Lynn Carter
Laura Cullen
Deanna Douglas
Martin Gerson, Chair
Jim Goard
Linda Holmes (absent)
Jim Hooton
Ken Jillings
Terry Kornutiak

Gerda Krause
Wendy Low
Grace Makarewicz
Kevin Paul
Ken Pawlak
Brian Pendleton
Roger Semmens
Doug Soo
Chris Vincent
Arran Walshe (absent)
Nancy Wickham

Visitors:

Barry Coulson
Gloria Swadden

In the absence of L. Holmes, M. Gerson chaired the meeting.

1. REVIEW OF AGENDA

It was moved by L. Cullen, seconded by K. Paul
THAT, the agenda be approved as circulated.

Carried.

2. REVIEW OF MINUTES AND BUSINESS ARISING

a) Draft Minutes of the Meeting held on February 19, 2008

It was moved by J. Hooton, seconded by G. Krause
**THAT, the minutes of the Langara Council meeting held on February 19, 2008
be approved.**

Carried.

3. ACTION ITEMS

D. Douglas noted that, after a discussion she had with K. Paul regarding the motion approved at the February 12, 2008 meeting to increase Domestic Application Fees, they felt that it would be in the best interest of the college to rescind the 80¢ increase and have the fee remain at \$40.00.

It was moved by D. Douglas, seconded by L. Cullen
**THAT, the Domestic Application Fee increase, approved at Langara Council
on February 12, 2008, be rescinded.**

Carried.

a) Budget Recommendation for 2008/09

D. Douglas noted that the Ministry funding letter has not arrived in time to finalize the budget. She noted that the recommended interim budget is based on the following assumptions:

Assumption #1 – No one-time funding will be received prior to March 31, 2008, which could be used, as in 2007-08, to balance the budget.

Assumption #2 – We will not receive less grant funding than that indicated for 2008-09 in the 2007-08 funding letter. This is based on the fact that our growth funding for 2008-09 is attributed to Nursing. We are optimistic that we will retain this funding in spite of not having achieved our Nursing target for 2007-08. Our estimate for overall FTE is 91-92% of target.

Assumption #3 – We will not receive funding for the increased cost of pension (approximately \$440,000).

D. Douglas noted that at the February 12, 2008 Langara Council meeting, the budget shortfall was \$1.4M.

Ongoing Reductions:

- Increase of 2% in Material and International Application Fees of approximately \$13,600.
- The 2007-08 budget for Continuing Studies operations is approximately \$475,000 with previous years being somewhat higher. Previous operating results were reviewed by CS and it was determined that this cost could be decreased to \$275,000 without exposing the college to the risk of not achieving the additional contribution.

These increases in revenue would bring the budget shortfall to approximately \$1.2M.

One-time Reductions:

To offset this shortfall, reductions were described as follows:

- Lapse time on unfilled positions of approximately \$256,000. D. Douglas noted that this is not a “freeze” but an estimate on timing relative to filling a number of vacant positions.
- Freeze capital budget, approximately \$608,200.
- Reduce unallocated sections of approximately \$366,700. The reduction in unallocated sections would leave approximately 49 unallocated sections to meet demand during the 2008-09 fiscal year. The total number of sections in the budget would be 2,890 compared to 2,804 used in 2007-08, an increase of 86 sections. This number of sections should be sufficient to meet 95% of our 2008-09 target. If we achieve 92% this year, we would need to improve production by approximately 370 FTE. There is potential for up to 580 FTE if most sections filled.

Additional sections could be considered if demand increases.

It was further noted that the budget would be revisited once the funding letter from the Ministry is received.

It was moved by D. Douglas, seconded by L. Cullen

**THAT, the budget as described, be recommended to the President
for the Operating Plan for 2008/09.**

Carried.

4. INFORMATION ITEMS

L. Carter questioned what the timeline was for seeking employee and student input regarding adjusting the Academic Calendar to accommodate the 2010 Olympics. M. Gerson noted that he would find out the timeline and let members know.

There being no further discussion, the meeting was adjourned at 1000 hours.