

JOINT COMMITTEE ON THE
ADMINISTRATION OF THE AGREEMENT
(JCOAA)

MINUTES OF MEETING HELD
May 3, 2013.

390 York Lanes

Association: John Amanatides, Brenda SpottonVisano (Co-Chair), Sheila Embleton, Leslie Sanders, Ida Ferrara, Heidi Bishop

Employer: Barry Miller (Co-Chair), Alice Pitt, Don Hastie, Harvey Skinner, Hyacinth James

Chair: Brenda Spotton Visano

Recording Secretary: Hyacinth James

Minutes

The Minutes of April 5th were approved as amended.

LRP

Budget Planning Update

Vice President Academic and Provost Rhonda Lenton and Vice President Finance and Administration Gary Brewer attended the JCOAA to present and receive initial feedback on draft presentations they were planning to make at the May Senate.

R. Lenton's presentation included an update on the current status of the University Academic Plan (UAP), the impact of the external landscape on the University and some of the challenges to realizing the goals of the UAP, including financial, enrolment, and MTCU funding challenges. She highlighted the gap between the University's expenditures and revenue and emphasized the need for a fundamental change in how the University's challenges and opportunities are approached in order to achieve a balanced budget in 2016-17. Tinkering around the edges will not suffice. R. Lenton also highlighted the critical importance of making strategic academic investments and not just focussing on cuts.

G. Brewer provided an update of the four-year rolling budget plan, covering the period 2013-14 to 2016-17, noting that the revenue outlook is worse over the planning period than projected in the approved June 2012 budget plan. He reviewed the various factors responsible for the change in outlook, including a reduction in the planned undergraduate enrolment growth, a lower cap on tuition fee increases, Government "efficiency" measures, and decrease in interest income.

G. Brewer sketched out two planning outlooks: the first continues the approach of addressing the deficit through across-the-board budget cuts, requiring cuts of 6.5%, 5.5% and 4% over the next three years. The second plan applies "targeted cuts" of \$16.5M in each of the 4 years by suspending or reducing expenditures relating to the University's sinking fund, building maintenance, energy management program, post-employment benefit fund (in regard to future liabilities) and insurance funding. G. Brewer indicated that he will be recommending the latter budget plan to the

Board of Governors for approval but emphasized that the budget cut measures in the plan do not provide a long-term solution to the University's gap in revenue and expenditures.

R. Lenton identified a number of measures that are planned or underway to address the challenges, including academic and administrative prioritization. R. Lenton emphasized that the process of reviewing academic priorities will be consultative and collegial and provided a critical path based on stages of review, responding and evaluating and implementation over a multi-year period with the aim of achieving a balanced budget by the end of 2016-2017.

The Association thanked the Employer for the opportunity for discussion of the draft presentations in advance of their presentation at Senate.

The Association sought information on what other universities were doing in regard to a review of academic priorities and R. Lenton indicated that approximately eight or nine Canadian universities were carrying out a review, and stated that York must find what works best for York through a collegial process with agreed upon criteria.

The Association enquired how fund-raising was accounted for in the budget. The Employer explained that donations are incorporated into the budget as they bear on the operating budget.

The Association enquired about the approval process for the funding of new buildings and ensuing services. They expressed the view that there may not be sufficient transparency in the decision making process.

A query was raised about the \$2.5 rebasing for the new Engineering Faculty. In particular, YUFA indicated that they recalled the President suggesting that the creation of the new Faculty would not involve a cost against the existing operating budget. R. Lenton indicated that she did not believe that the President has deviated from this plan. A greater budget gap than expected emerged in the Computer Science budget and the rebasing is intended to address this issue.

The Association commented that the review of the existing budget model taking place was a good thing however, they emphasized that it is the resulting choices by the university that are important as York is a service Institution.

The Association enquired whether the university was going to close programs.

R. Lenton responded that closing programs was not a goal. A collegial review will take place of what is working and what is not and if there is a need to close a program because there is no demand, for example, the program would be closed. Similarly, she stated, a new program might be opened where the need is demonstrated.

The discussion concluded with a reiteration of the offer by G. Brewer and R. Lenton to return to JCOAA for further discussion, and B. Miller indicated that the review process would be regularly included as an LRP agenda item.

JCOAA

Job Description

B. Miller reported that he enquired about the concern brought forward to JCOAA regarding the use of a job description posted on the Provost's website for Chairs in LA&PS. According to the information he received, appointment letters provided to Chairs have included a link to the job description but no other steps have been taken in regard to the job description. The specific origin of the inclusion of the link in the appointment letters was unknown at the time of enquiry. He confirmed

that should there be an intent to implement the job description that involves a change in practice, it will be brought to JCOAA for discussion.

S. Embleton indicated that, based on information from her previous administrative role, the job description was meant to be strictly a YUFA-E document to provide guidance to the Deans on Chair responsibilities.

College Integration

B. Miller advised the JCOAA that Bethune and Stong College will continue with two Masters in the 2013-14 academic year. Dean Skinner's proposal for the closer integration of the two Colleges and the Faculty of Health will be brought back to JCOAA at the September meeting.

Teaching Load Documents

The Employer reported that the Dean of Fine Arts and Principal of Glendon would be following up with Departments whose amended teaching load documents were not on file in the Dean's/Principal's Office and would, once the documents have been received, provide them to B. Miller for forwarding to JCOAA. It is anticipated that the documents will be provided to JCOAA in June.

Specific Research Program

The Association indicated that it received additional information regarding the Specific Research Grant Program but indicated that some aspects of the appeals process remained unclear. The Association also noted, for the record, that they have a concern over what appears to be a limitation on eligibility of expenses to the Tri Council requirements which may be narrower than CRA rules. In addition, they indicated that the Comptroller seems to exercise greater discretionary approval power than CRA rules in the past and this is of concern to the Association.

The Association noted that this program not be viewed as a precedent for other grant or fellowship funds and they reserved all rights in this matter as the Program moves forward.

B. Miller expressed the desire to be responsive to the Association's concerns and indicated that the appeals committee will mirror that of the regular adjudicating committee for the Program, which follows the same model as the York Ad Hoc Research Committee. There is no intention for this program to be a precedent for other programs.

Appendix P

The Association indicated problems with the data provided including the ability to capture differences between Appendix P, enhanced and uncategorized releases and identify discrepancies from the data received from Stewards' Council and asked whether they could receive the data in a consistent format. B. Miller indicated that he would see whether the data could be organized by position type-- Chairs, UPDs, GPDs, for example.

Activity Based Budgeting

A.Pitt reported that Phase 2 end of May or early June and the next update should be in the Fall.

The meeting was adjourned