



Attendees: Alan Davis, Gordon Lee, Sal Ferreras, Harry Gray, Maggie Fung, Kathy Lylyk, Lori McElroy, Henry Reiser, Jennifer MacArthur, Carol Stewart, Norm Chamberlain, Jerry Murphy, Kathy Dunster, Steven Button, Herbie Atwal, Diane Walsh, Kim Barichiev, Shannon Kloet, Shina Boparai, Ariana Arguello, Kathleen Bigsby, Keri Van Gerven, Linda Gomes

Regrets: Sarb Loodu, Mason Schmidt

Topic	Discussion	Action
1. Introductions	Alan Davis welcomed everyone to the committee. The Resources Planning Task Force (RPTF) introduced themselves.	
2. Resources Planning Task Force: Role, Objectives, Schedule	Kathleen presented the Task Force’s role and objectives as well as the schedule.	
3. Assumptions and Guidelines for Resources Planning (see handout)	Discussion ensued regarding (handout 1) assumptions and guiding principles for the planning process.	
4. Integrated Planning at KPU	Ariana gave an overview of Integrating the Academic Plan, Strategic Plan, Resources Plan and Monitoring Accountability at KPU.	
5. VISION 2018: KPU’s Strategic Plan - immediate and longer term priorities	<ul style="list-style-type: none">• Kathleen gave an overview of Vision 2018.• Alan discussed some of KPU’s short and long term priorities:<ul style="list-style-type: none">○ Teaching and Learning is one of our ongoing priorities○ Transitions project○ Development of new programs	

Topic	Discussion	Action
	<ul style="list-style-type: none"> ○ Greater investment in information technology—both administrative and educational ○ Addressing some basic things like security ○ Enhancing KPU’s marketing and recruitment strategies 	
6. Relationship of University Resources to Achieving Priorities	<p>Gordon Lee commented on the difficulty of achieving KPU’s priorities without adequate resources</p>	
7. Foci of Resources Planning Task Force:	<p>1. <u>Financial Resources</u> Model for allocating financial resources. We are in the process of collating information from other universities.</p>	
	<p>2. <u>Infrastructure: space, technology</u></p>	<p><i>Kathleen will invite the groups who are looking at space planning to the next meeting.</i></p> <p><i>Maggie will invite IT specialists to the May meeting.</i></p>
	<p>3. <u>People</u> A task force will explore the workforce at KPU.</p>	
8. Financial Resources	<p>8.1 Does KPU allocate and use strategically the resources we have?</p> <p>8.2 How could KPU encourage its departments and Faculties to increase their revenues?</p>	
	<p>8.3 Proposal for a subcommittee to study budget allocation models (handout) The task force divided into smaller groups and gave feedback on Handout #2 – Discussion of options for a Budget Allocation Model.</p> <p>8.4 Criteria for a budget allocation model for KPU</p> <ul style="list-style-type: none"> • Delicate balance between bullet 3 and 4 • Add a shared buy-in perhaps with the phrase “this has been done in a fair and reasonable way.” We want a culture that accepts the budget 	<p><i>Kathy Lylyk will chair this subcommittee</i></p>

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	<ul style="list-style-type: none"> • Encourage a service-oriented culture • What is Support Services? Kathleen described to the group what Support Services mean to KPU (i.e. IET, Finance, Registration) • Innovation won't take place until there is performance improvement • Make sure there is no double edge when saving • What does sustainable mean, it's undefined • Transparency is attractive • Likes last bullet • Bullet 8 and 11 contradict each other • Budget process seems top-down – should work upwards • Incremental revenue – what we current provide to units for budget and have they met and achieving what we expect them to achieve • Current allocation – give people reasonable and rational of their budget • Support areas – performance indicators 	
9. Infrastructure	9.1 Space – allocation and use discussion for March meeting	
	9.2 Technology - a draft Technology Strategy for KPU will be presented to the RPTF in May	
10. People	10.1 How does KPU support the acquisition, maintenance, and effective use of an appropriate work force for KPU in 2014?	
	10.2 Proposal for a subcommittee to study provision of an appropriate work force for KPU (handout) The task force divided into smaller groups and gave feedback on Handout #3 –Discussion of Challenges to acquiring and retaining an appropriate workforce for KPU in 2014: 10.3 Criteria for Subcommittee's Recommendations <ul style="list-style-type: none"> • Retention of skilled workforce should be clearly articulated • Providing opportunities and career paths for people as they grow and develop • Language of the criteria seems problematic – acquiring inventory • Does not like - Retaining high-knowledge workers.... Sucks the soul ... issue is that it read more like we are trying to purchase office furniture. It seems like we should focus on high 	<i>Harry Gray will chair this subcommittee</i>

Topic	Discussion	Action
	<p>value workers, innovative ideas</p> <ul style="list-style-type: none"> • Ratio of staffers and admin – academic/support • Academic involved in the teaching directly – Support staff - support the teaching of students • Lori – policies with clear language – this is about existing people • Our salary scale is broken • Need to look at promoting within – our PD funds don't allow for Masters degrees or continuing of education. • Loyalty to vision or to KPU – contract workers – focus on building a relationship with the industry • Recognition that we work in a unionized environment • ACP - recruitment will be different in different departments • Career paths – opportunities to grow need to be supported • Assessment and evaluation • Needs to be some way to engage the union • Age distribution of employees presents challenges and opportunities • Encourages innovation and risk taking • Recognizes and rewards good performance 	
<p>11. <u>Information Fairs</u></p>	<p>11.1 What additional information do we need to provide to inform KPU's community about the University's resource use:</p>	<p><i>Kathleen to distribute possibilities with a request for suggestions</i></p>

Adjourned: 3:07 pm