

Long Range Planning Committee, December 8th 1997

Members present:

Joe Casse, Margaret Robertson, Joan Campbell, Robbie Robinson, Jean Iverson, Jim Torrie, Linda Tu

At its last meeting the long range planning committee discussed the following topics and makes the following recommendations to the board:

1. That there should be a goal to stabilize the membership at approximately 300 members (+/- 25), and that this be achieved by adjusting the programme and procedures rather than declaring a cut-off membership number. The rationale is that this number of members is manageable and preserves the interactive nature of the total membership without compromising our current activities.
2. The maximum number of courses a person may register for will remain at three full-time equivalents, but the registration form be modified so that registrants will rank their choices; first preference will be given to peoples' first and second choices, subsequent choices will be accomodated as space permits.
3. It is to be stressed that a certain amount of effort is expected outside the class meeting time. The course subjects will be chosen to reflect our affiliation with the university, and we will not offer subjects that are readily available elsewhere. In general we will not offer more than two tracks of the same subject material.
4. A single fee shall be levied, regardless of the number of courses selected.
5. Schedule rotation is encouraged to enable members to choose different courses each year.
6. The establishment of satelite academies is not entertained as a policy at present, but we would offer advice to any group that might wish to establish a new academy at another location.
7. Our relationship within the Victoria University community should be nurtured wherever possible. A column in the newsletter concerning Victoria activities should be considered and any events that might be of interest to members should be posted on our bulletin board.
8. We should request from Victoria a small space to rent where we can store our files, keep a computer, pick up telephone messages and hold small meetings. It is felt that we need space before we consider hiring any staff. It is also felt that there are sufficient volunteer resourses within the membership to perform the tasks needed to run the academy.

Linda Tu

space figures (per 2-weeks)

Maximum space:

3 periods per day per room X 2 room X 10 days = 60 periods

60 periods X 20 spaces in each = 1200 spaces per 2-weeks (600 spaces per week)

Space used now:

26 periods in the CR and 14 in the MR = 40 periods

40 periods X 20 spaces in each = 800 spaces per 2-weeks (400 spaces per week)

Not used now:

20 periods X 20 spaces in each = 400 spaces per 2-weeks (200 spaces per week)

Suggest you calculate average number of courses per person again, and not include numbers on waiting lists (people would probably not occupy both the space on the waiting list and whatever else they registered in). This would reduce your number of 683 somewhat. Furthermore, it seems that at the maximum, assuming all courses were full, we are only using 400 spaces for our 239 members.

Using an average of 2 full courses, requiring 2 spaces per week - we could take 300

Using an average of 2.5 full courses, we could take 240

Our figure of 250 was probably pretty close to what we could accommodate.