



FOR INFORMATION

PUBLIC

OPEN SESSION

TO: University Affairs Board

SPONSOR: Professor Sandy Welsh, Vice-Provost, Students
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PRESENTER: See Sponsor

DATE: February 20, 2024, for February 28, 2024

AGENDA ITEM: 5 (a)

ITEM IDENTIFICATION:

Advice from the Council on Student Services

JURISDICTIONAL INFORMATION:

Section 4 of the *Terms of Reference* provides that the University Affairs Board is responsible for “policy of a non-academic nature and matters that directly concern the quality of student and campus life”. Under Section 5, the Board is responsible for compulsory non-academic incidental fees, campus and student services, and policy on co-curricular programs, services, and facilities for the University.

Section 4 of the UTSC Campus Affairs Committee’s (CAC) *Terms of Reference* provides that the UTSC CAC is responsible for “matters that directly concern the quality of student and campus life” at UTSC. Under Section 5, the UTSC CAC is responsible for compulsory non-academic incidental fees, campus and student services, and co-curricular programs, services, and facilities at UTSC. Section 5.3.2(b) states that “[a]nnual approval of the campus’s co-curricular programs’, services’ and facilities’ operating plans is the responsibility of the Committee” and section 5.3.3 states that “[t]he Committee is responsible for policy concerning campus and student services and for overseeing their operation. Changes to the level of service offered, fees charged for services and categories of users require the Committee’s approval”. Additionally, section 5.4.1 states that compulsory non-academic incidental fees “are approved by the UTSC Council on the recommendation of the UTSC Campus Affairs Committee”.

Pursuant to the terms of the *Memorandum of Agreement between The University of Toronto, The Students’ Administrative Council, The Graduate Students’ Union and The Association of Part-time Undergraduate Students for a Long-Term Protocol on the Increase or Introduction of Compulsory Non-tuition Related Fees*, the Quality Service to Students Committee reviews in detail the annual operating plans, including budgets and proposed compulsory non-academic incidental fees, of UTSC student services and offers its advice to the UTSC CAC on these plans.

GOVERNANCE PATH:

1. UTSC Campus Affairs Committee [For Information] (February 7, 2024)
2. **University Affairs Board [For Information] (February 28, 2024)**
3. UTSC Campus Council [For Information] (March 5, 2024)
4. Executive Committee [For Information] (March 26, 2024)

PREVIOUS ACTION TAKEN:

This report is compiled and presented annually and was last presented to the University Affairs Board for information on March 1, 2023.

HIGHLIGHTS:

At its meeting, held on January 10, 2024, the Council on Student Services (CSS) considered the following proposals from the administration for the 2024-25 budget year:

Increase the Health & Wellness fee by \$6.32 (\$1.26 part-time) per session, from \$80.00 (\$16.00 part-time) to \$86.32 (\$17.26 part-time).

This fee increase received unanimous support from the CSS student members present and voting. Pursuant to the terms of the *Memorandum of Agreement between The University of Toronto, The Students' Administrative Council, The Graduate Students' Union and The Association of Part-time Undergraduate Students for a Long-Term Protocol on the Increase or Introduction of Compulsory Non-tuition Related Fees (the Protocol)*, the administration has presented plans to the UTSC Campus Affairs Committee (CAC) which include a request for a permanent fee increase.

Decrease the Athletics & Recreation fee by \$2.38 (\$0.48 part-time) per session, from \$146.49 (\$29.30 part-time) to \$144.11 (\$28.82 part-time).

This fee decrease received unanimous support from the CSS student members present and voting. Pursuant to the terms of the *Protocol*, the administration has presented plans to the UTSC CAC which include a request for a permanent fee increase.

Increase the Student Services fee by \$7.74 (\$1.55 part-time) per session, from \$205.76 (\$41.15 part-time) to \$213.50 (\$42.70 part-time).

This fee increase received unanimous support from the CSS student members present and voting. Pursuant to the terms of the *Protocol*, the administration has presented plans to the UTSC CAC which include a request for a permanent fee increase.

For 2024-25, UTSC has realigned its categorization of student services fees, transitioning from six categories (Academic Support, Athletics & Recreation, Career Services, Health & Wellness, Student Buildings, and Student Services) to the three categories listed above in order to be more consistent with UTM and the St. George campus.

FINANCIAL IMPLICATIONS:

See cover sheet 5(b) on this agenda.

RECOMMENDATION:

This item is presented for information.

DOCUMENTATION PROVIDED:

Advice on Fees and Operating Plans from the Council on Student Services (CSS)

TO: Members of the UTSC Campus Affairs Committee

FROM: Neel Joshi, Dean of Student Experience and Wellbeing

DATE: February 7, 2024

SUBJECT: Advice on Fees and Operating Plans from the Council on Student Services (CSS)

Included in this package are the proposed Operating Plans and proposed Fees for the UTSC Student Experience and Wellbeing for 2024-25. These Fees are subject to the provisions of the *Policy on Ancillary Fees*, the *Policy for Compulsory Non-Academic Incidental Fees*, and the *Memorandum of Agreement between The University of Toronto, The Students' Administrative Council, The Graduate Students' Union and The Association of Part-time Undergraduate Students for a Long-Term Protocol on the Increase or Introduction of Compulsory Non-tuition Related Fees* (generally known as the *Protocol on Non-Tuition Fees* or simply the *Protocol*).

The following UTSC-related Compulsory Non-Academic Incidental Fees are subject to the three policies listed above and are charged to students via their student accounts on ROSI:

Health and Wellness Service Fee
Athletics & Recreation Fee UTSC
Student Services Fee

The *Protocol* makes provision for the establishment of a body at UTSC which considers proposals for changes to, or the introduction of, fees covered by the *Protocol* prior to the consideration of these fees by the Governing Council. This body, named the Council on Student Services (CSS) was established by the former Scarborough College Council, with the agreement of the Scarborough College Students' Union. The *Protocol* also requires that the advice of CSS shall be conveyed to the Governing Council.

The "advice" is interpreted to mean the decisions of CSS on the proposals made by the administration to CSS (i.e., approval of a proposal, a rejection of a proposal, an absence of a decision following a proposal being made, etc.). Following the consideration of the administration's proposals by CSS, the administration lists the resolutions considered, the decisions, and the details of the voting in a memorandum to CAC. This memorandum delineates the advice to CAC. The *Protocol* also requires that this summary be forwarded to the chair of CSS "in sufficient time to allow representation to be made by the [CSS] to [CAC]."

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The Operating Plans and budgets have been prepared with input from the directors and managers of the units, from student users of the services, from various advisory and governing bodies, and from CSS (prior to the point when the Plans were considered by CSS).

According to the terms of the *Protocol*, if CSS approves an increase to, or the establishment of, a fee, or if the relevant students approve of such an increase or new fee by referendum, the Governing Council may approve the increase or fee, without restriction on the amount.

If CSS does not approve a fee increase, the administration is entitled to seek approval by the CAC of a maximum of: (a) a permanent fee increase of the lesser of the consumer price index (CPI) increase or the University of Toronto index (UTI) increase; and (b) a temporary increase of the greater of the CPI increase or the UTI increase.

The CPI for this year is 2.20%.

CSS Advice on Operating Plans, Budgets and Fees

For the operating plans, budgets and associated compulsory non-academic incidental fees to be approved by CSS, they require the support of a majority of students present at the meeting when the votes are held, as well as a majority of the Council overall.

At the CSS budget vote meeting, the administration made six proposals to CSS encapsulated in the six resolutions listed below.

The outcome of each vote is provided below for the information of members of the Campus Affairs Committee (CAC).

1) Health and Wellness Service Fee

Proposed Resolution:

Be it resolved,

THAT CSS approve a permanent year over year increase of 7.90% in the Health and Wellness Service Fee, from \$80.00 to \$86.32 per full-time student per session (\$16.00 to \$17.26 per part-time student per session)

The vote on the resolution was as follows:

In favour: 13 (4 admins, 9 students)

Opposed: 0 (0 admins, 0 students)

Abstentions: 0 (0 admins, 0 student)

Resolution Result: PASS

2) Athletics and Recreation Fee

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Proposed Resolution:

Be it resolved,

THAT CSS approve a permanent year over year decrease of 1.62% in the Athletics and Recreation fee, from \$146.49 to \$144.11 per full-time student per session (\$29.30 to \$28.82 per part-time student per session)

The vote on the resolution was as follows:

In favour: 13 (4 admins, 9 students)

Opposed: 0 (0 admins, 0 students)

Abstentions: 0 (0 admins, 0 student)

Resolution Result: PASS

3) Student Services Fee

Proposed Resolution:

Be it resolved,

THAT CSS approve a permanent year over year increase of 3.76% in the Student Services Fee, from \$205.76 to \$213.50 per full-time student per session (\$41.15 to \$42.70 per part-time student per session)

The vote on the resolution was as follows:

In favour: 13 (4 admins, 9 students)

Opposed: 0 (0 admins, 0 students)

Abstentions: 0 (0 admins, 0 student)

Resolution Result: PASS

Sincerely,



Neel Joshi

Dean of Student Experience and Wellbeing