



TO: University Affairs Board

SPONSOR: Jill Matus, Vice-Provost, Students

CONTACT INFO: Phone (416) 978-3870 / Email viceprovost.students@utoronto.ca

DATE: April 15, 2009 for April 22, 2009

AGENDA ITEM: 3.(a)

ITEM IDENTIFICATION:

Compulsory Non-Academic Incidental Fees – Student Society Fees: Report on Financial Statements and Internal Auditor’s Opinion

JURISDICTIONAL INFORMATION:

The *Policy for Compulsory Non-Academic Incidental Fees* requires each student society that receives the proceeds of a compulsory non-academic incidental fee to submit, by December 31st each year, financial statements audited by a public accountant, or else obtain from the University’s Internal Auditor an exemption as provided in the *Policy*.

Section B.2.b. of the *Policy* provides that fees are withheld from societies failing to meet the December 31st deadline until such time as the auditor’s report is received by the University. Pursuant to the advice of the Internal Audit Department, fees are also withheld from societies if there is a denial of audit opinion, or if there is another element of the audited statements which requires special attention.

PREVIOUS ACTION TAKEN:

The report is presented annually to the Board.

HIGHLIGHTS:

The submission and review of annual financial statements of student societies is considered an important accountability mechanism.

See “Objective and Scope” and “Comparative Summary of Auditors’ Opinions” in the attached report from the Internal Auditor’s department. External auditors’ comments on the

2007-08 financial statements are available for viewing by Board members through the Office of Vice-Provost, Students.

The following student societies are required to submit audited financial statements or seek an exemption from the audit requirement for the 2007-08 fiscal year:

Society Name	2007-08 Fee Revenue
89 Chestnut Residence Council	\$ 17,460.00
Arts & Science Students' Union	\$ 360,844.24
Association of Part-time Undergraduate Students (APUS)	\$ 1,116,599.30
CIUT-FM, University of Toronto Community Radio	\$ 189,233.79
Dental Student Society	\$ 9,756.12
Engineering Athletic Society	\$ 36,490.50
Engineering Society	\$ 859,981.15
Erindale Part-time Undergraduate Students Association	\$ 7,006.00
Graduate Architecture Landscape and Design Student Union	\$ 23,747.00
Graduate Business Council	\$ 52,550.00
Graduate House Council	\$ 15,742.97
Graduate Students' Union (GSU)	\$ 5,041,095.10
Innis College Student Society	\$ 82,243.78
Innis College Residence	\$ 13,128.84
Students' Law Society	\$ 47,887.50
Medical Society	\$ 49,378.50
The Medium	\$ 69,764.27
UTM Athletic Council	\$ 94,152.24
UTM Student Union	\$ 373,235.97
UTM Residence Council	\$ 16,440.00
Faculty of Music Undergraduate Association	\$ 6,615.00
New College Residence Council	\$ 17,300.00
New College Student Council	\$ 246,182.00
Faculty of Nursing Student Council	\$ 12,180.74
Occupational Therapy & Physical Therapy Graduate Students Council	\$ 3,325.00
Physical Education & Health Undergraduate Association	\$ 19,293.75
Scarborough Campus Students' Union (SCSU)	\$ 2,311,119.13
Scarborough Campus Community Radio	\$ 63,797.50
Scarborough Campus Students' Press (The Underground)	\$ 63,794.50
Scarborough College Athletic Association	\$ 63,794.50
Scarborough Student Village Council	\$ 22,035.00
Students' Administrative Council (SAC)	\$ 11,445,160.01
Student Teachers Union	\$ 17,673.50
Undergraduate Pharmaceutical Society	\$ 54,835.90
University College Literary & Athletic Society	\$ 124,224.24
University College Residence Council	\$ 10,965.00
Varsity Publications (The Varsity)	\$ 130,787.80
VIBE Radio Erindale	\$ 40,408.00
Woodsworth College Residence Council	\$ 7,280.00
Woodsworth College Student Association	\$ 137,855.26

Fee revenues include portions designated for special projects and other organizations. Fee revenues for SAC, APUS, GSU and SCSU, include portions designated for health and dental

As noted in the report, a number of societies have yet to submit financial statements for the previous fiscal year, and in several cases, for more than one year. In some cases, the organizations have provided an indication of when the statements will be submitted. In other cases, the societies require assistance in understanding the expectations set out under the *Policy for Compulsory Non-Academic Incidental Fees*. The Office of the Vice-Provost, Students will continue to attempt to work with these groups in order to ensure that the requirements of the *Policy* are met. Fees are withheld from societies until the relevant financial reporting requirements are satisfied.

One organization has yet to submit financial statements for three or more fiscal years:

Erindale Part-Time Undergraduate Students Association (EPUS) – Years outstanding: 2002-03, 2003-04, 2004-05, 2005-06, 2006-07 and 2007-08. In the previous year, EPUS had advised the Office of the Vice-Provost, Students that it had been receiving assistance from another student society in the preparation of statements. Unfortunately, no statements have been received to date. In addition, the Dean of Student Affairs of the University of Toronto Mississauga, Mr. Mark Overton, has advised that EPUS has not been active in 2008-09 and that the society has not elected officers for the current fiscal year.

The *Policy for Compulsory Non-Academic Incidental Fees* provides the following requirements:

The University shall continue to collect fees on behalf of student societies only so long as the individual societies operate in an open, accessible and democratic fashion, following the terms of their constitutions, and submit evidence, in the form of an annual report from an independent auditor licensed under the *Public Accountancy Act*, that adequate financial records are being maintained and that funds collected are being properly accounted for.

Accordingly, in consideration of the fact that audited financial statements have not been submitted for six years, and the fact that the society has been inactive since spring 2008, the administration has suspended collection of the EPUS society fee (\$1.00 per session in fall/winter; \$2.00 per session in summer) beginning with the summer 2009 session.

FINANCIAL AND/OR PLANNING IMPLICATIONS:

There are no direct financial implications for the University's operating budget.

RECOMMENDATION:

The report is presented for information.