



FOR INFORMATION

PUBLIC

OPEN SESSION

TO: Business Board

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DATE: March 4, 2019 for March 18, 2019

AGENDA ITEM: 4(b)

ITEM IDENTIFICATION:

Category 5, Cost Recovery Ancillary Fees, 2019-2020 and Category 6, Administrative User Fees and Fines, 2019-2020

JURISDICTIONAL INFORMATION:

Pursuant to Section 5.11 (b) the Business Board has responsibility for academic ancillary fees.

The University's *Policy on Ancillary Fees* makes provision for a Category 5: University Schedule of Cost Recovery Fees and a Category 6: University Schedule of User Fees and Fines.

Under the *Policy* for Category 5, cost recovery fees shown on the schedule may be adjusted annually by administrative authority of the Vice President, University Operations, provided that the adjustments relate to changes in the cost of the materials or services provided. These changes are to be reported annually to the Business Board for information.

Under the *Policy* for Category 6, administrative user fees and fines shown on the schedule may be adjusted annually by administrative authority of the Vice President, University Operations, provided that the adjustments relate to changes in the cost of the materials or services provided. These changes are to be reported annually to the Business Board for information.

GOVERNANCE PATH:

- 1. Business Board [for information] (March 18, 2019)**

PREVIOUS ACTION TAKEN:

The 2018-19 fees were considered by the Business Board at its March 21, 2018 meeting.

HIGHLIGHTS:

Ancillary fees are fees charged to pay for services, materials, and activities that are not supported by operating grants, capital grants, or tuition fees. The University of Toronto introduced a Policy on Ancillary Fees in 1995 (the *Policy*), which translates the Ancillary Fee Guidelines provided by the Ministry of Training, Colleges, and Universities (MTCU) into the University of Toronto context.

Under the *Policy*, cost recovery fees and administrative user fees and fines may be adjusted annually by administrative authority of the Vice President, University Operations, provided that the adjustments relate to changes in the cost of the materials or services provided. These changes are to be reported annually to the Business Board for information.

On January 17, 2019 the Minister of Training, Colleges and Universities (MTCU) announced a new Student Choice Initiative (SCI) to ensure transparency regarding ancillary fees. The new framework does not apply to the cost recovery ancillary fees or administrative user fees and fines (categories 5 and 6) that are the subject of this report.

There are 847 category 5 fees and 226 category 6 fees on the schedules for 2019-20. Of these fees, 715 fees are proposed to remain unchanged or be reduced, 125 fees are new, and an additional 131 are proposed to increase by 5% or less. Of the 102 fees that will increase by more than 5%, most reflect enhanced materials, updated vendor prices, or currency impacts, while others are being increased for the first time in several years or increased from a low amount.

Category 5 Cost Recovery Fees and Category 6 Administrative User Fees and Fines have been reviewed in the context of Ministry of Training, Colleges and Universities existing Guidelines and the University's *Policy on Ancillary Fees*. The fees are deemed to be in compliance.

The complete schedules of Category 5 and 6 fees are included in Appendices B and C of the attached report.

FINANCIAL IMPLICATIONS:

In 2017-18, Category 5 and 6 ancillary fees generated approximately \$43 million in revenue for the University's academic and shared services divisions, which closely matched the costs of providing the relevant services.

RECOMMENDATION:

For information.

DOCUMENTATION PROVIDED:

- SEE ATTACHMENT UNDER ITEM 4(a) *re Schedule of Ancillary Fees (Categories 5 and 6) 2019-20 (February 11, 2019)*