



FOR INFORMATION

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OPEN SESSION

TO: Business Board

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DATE: March 5, 2020 for March 18, 2020

AGENDA ITEM: 4(b)

ITEM IDENTIFICATION:

Category 5, Cost Recovery Ancillary Fees, 2020-2021
Category 6, Administrative User Fees and Fines, 2020-2021

JURISDICTIONAL INFORMATION:

Pursuant to Section 5.11 (b) of its *Terms of Reference*, 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*, fees shown on the schedules may be adjusted annually by administrative authority of the Vice President, Operations & Real Estate Partnerships, 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. The introduction or removal of a Schedule 6 User Fee or Fine is submitted to the Business Board for review and approval.

GOVERNANCE PATH:

1. Business Board (for information) (March 18, 2020)

PREVIOUS ACTION TAKEN:

The 2019-20 fees were considered by the Business Board at its March 18, 2019 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 Colleges, and Universities (MCU) into the University of Toronto context.

In total, there are 851 fees in Category 5, and 236 fees in Category 6. Of these combined fees, roughly two-thirds will remain unchanged or be reduced in 2020-21, 98 fees are new, and an additional 109 fees will see an inflationary increase of 5% or less. There are 154 fees that will increase by more than 5%, based on factors such as enhanced material costs, updated vendor prices, and the impact of foreign exchange. In addition, some of these fees 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 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 2018-19, Category 5 and 6 ancillary fees generated approximately \$27 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 ITEM 4(a) Attachment: *Schedule of Ancillary Fees (Categories 5 and 6) 2020-21 (March 5, 2020)*