



FOR INFORMATION

PUBLIC

OPEN SESSION

TO: Business Board

SPONSOR: Professor Scott Mabury, Vice-President, Operations & Real Estate Partnerships
CONTACT INFO: scott.mabury@utoronto.ca

PRESENTER: Mr. Trevor Rodgers, Assistant Vice-President, Planning & Budget
CONTACT INFO: trevor.rodgers@utoronto.ca

DATE: March 1, 2021 for March 17, 2021

AGENDA ITEM: 5(b)

ITEM IDENTIFICATION:

Category 5, Cost Recovery Ancillary Fees, 2021-2022
Category 6, Administrative User Fees and Fines, 2021-2022

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*, 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 17, 2021)**

PREVIOUS ACTION TAKEN:

The 2020-21 fees were considered by the Business Board at its March 18, 2020 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 847 fees in Category 5, and 251 fees in Category 6. Of these combined fees, roughly 81% will remain unchanged or be reduced in 2021-22, 62 fees are new, and an additional 44 fees will see an inflationary increase of 5% or less. There are 108 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 rates. In addition, some of these fees are being increased for the first time in several years or increased from a low amount.

In 2020-21, some of the approved ancillary fees were either lowered or not charged at all because of changes to the delivery of services in response to COVID-19 public health requirements. For 2021-22, the proposed fee schedules reflect the ongoing impacts of COVID-19 and anticipated changes to the way services will be delivered. This includes the reduction or elimination of some fees, and the introduction or increase to others. In all cases, ancillary fees will not be charged unless the related product or service can be delivered and used in a way that protects the health and safety of students.

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:

Cost Recovery Ancillary Fees and Administrative User Fees and Fines are set at a level to cover the cost of the services provided.

RECOMMENDATION:

For information.

DOCUMENTATION PROVIDED:

See Item 5(a) - *Schedule of Ancillary Fees (Categories 5 and 6) 2021-22 (March 1, 2021)*