



FOR CONFIRMATION

PUBLIC

CLOSED SESSION

TO: Executive Committee

SPONSOR: Mark Overton, Dean of Student Affairs
CONTACT INFO: Phone: 905-828-3872 / Email: mark.overton@utoronto.ca

PRESENTER: See Sponsor
CONTACT INFO:

DATE: March 18, 2021 for March 25, 2021

AGENDA ITEM: 5 (a)

ITEM IDENTIFICATION:

Compulsory Non-Academic Incidental Fees: UTM Student Societies - Proposals for Fee Increases for 2021-22

JURISDICTIONAL INFORMATION:

Section 5.1 of the Campus Affairs Committee Terms of Reference lists student societies and compulsory non-academic incidental fees among the Committee's areas of responsibility.

Sections 5.4.1 and 5.4.2 provide that compulsory non-academic incidental fees for representative student committees and divisional student societies "are approved by the UTM Council on the recommendation of the UTM Campus Affairs Committee."

Student society fees are subject to the terms and conditions of the *Policy on Ancillary Fees* (Category 2.0, "Student organizations and services provided by such organizations," and Category 3.0, "Student levies for specific, limited projects"), and the *Policy for Compulsory Non-Academic Incidental Fees* (Preamble, Section A., and in particular, Section B). More information on these sections is appended in the attached memo from Mark Overton, Dean of Student Affairs.

Increases which are greater than the cost of living must be supported by referendum. Other increases must be supported by a previous referendum approving the concept of annual increases by the cost of living or an explicit inflation factor.

The administrative procedures are outlined in the *Handbook for Student Societies*, which is published by the Office of the Vice-Provost, Students (OVPS).

Requests for increases are brought forward to the Committee by the administration on the assurances of the student societies that due constitutional and fair procedures have been followed within the societies concerned. If a complaint is received about the process related to a fee

request from a student society, the OVPS makes inquiries about the issue and, if necessary, investigates matter further as part of the assessment of the request.

GOVERNANCE PATH:

1. UTM Campus Affairs Committee [For Information] (February 10, 2021)
2. UTM Campus Council [For Approval] (March 9, 2021)
3. **Executive Committee [For Confirmation] (March 25, 2021)**
4. University Affairs Board [For Information] (April 22, 2021)

PREVIOUS ACTION TAKEN:

Requests for changes to existing student society fees and/or the establishment of new fees may be brought forward to the Committee on one or more occasions each year. This is the first set of requests on behalf of student societies brought forward this year.

HIGHLIGHTS:

The following student societies have requested changes to fees charged on their behalf by the University:

University of Toronto Mississauga Association of Graduate Students (UTMAGS)

University of Toronto Mississauga Students' Union (UTMSU; Legally, Erindale College Students' Union)

Additional information is provided in the attached memorandum from Mark Overton, Dean of Student Affairs.

The requests have been reviewed by the Office of the Vice-Provost, Students in light of the requirements of the *Policy for Compulsory Non-Academic Incidental Fees* and are found to be in compliance. Therefore, the requests are recommended for approval.

FINANCIAL IMPLICATIONS:

There are no net implications for the campus' operating budget.

RECOMMENDATION:

Be it Confirmed by the Executive Committee,

THAT beginning in the Fall 2021 session, the University of Toronto Mississauga Association of Graduate Students (UTMAGS) fee be increased as follows: (a) an increase of \$6.43 per Fall and Winter sessions (full-time and part-time) in the Mississauga Transit U-Pass portion of the fee;

and (b) an increase of \$3.86 per Fall session and \$3.85 per Winter session (full-time and part-time) in the Mississauga Transit Summer U-Pass portion of the fee.¹

If approved, the total Fall/Winter UTMAGS fee will be \$225.61 per Fall session and \$225.60 per Winter session, charged to all UTM-affiliated graduate students.

Be it also Confirmed by the Executive Committee,

THAT beginning in the Summer 2021 session, the University of Toronto Mississauga Student Union (UTMSU; legally, the Erindale College Student Union) fee be increased as follows: (a) an increase of \$8.72 per Summer session (full-time and part-time) in the Mississauga Transit U-Pass portion of the fee;

THAT beginning in the Fall 2021 session, the UTMSU fee be increased as follows: (a) an increase of \$0.25 per session (\$0.01 part-time) in the society portion of the fee; (b) an increase of up to \$10.21 per Fall and Winter sessions (full-time only) in the Health Plan portion of the fee; (c) an increase of up to \$8.53 per Fall and Winter sessions (full-time only) in the Dental Plan portion of the fee; (d) an increase of \$6.46 per Fall and Winter sessions (full-time and part-time) in the Mississauga Transit U-Pass portion of the fee (e) an increase of \$0.01 per session (full-time and part-time) in the Academic Societies portion of the fee; (f) an increase of \$0.06 per session (full-time only) in the Canadian Federation of Students (CFS) portion of the fee; (g) an increase of \$0.01 per session (full-time only) in the Downtown Legal Services portion of the fee; and (h) an increase of \$0.01 per Fall and Winter sessions (full-time and part-time) and \$0.01 per Summer session (full-time only) in the World University Service of Canada (WUSC) Levy portion of the fee; and

THAT beginning in the Fall 2021 session, the UTMSU fee charged to Mississauga Academy of Medicine (MAM) students in the Fall and Winter sessions be increased as follows: (a) an increase of \$7.41 per Fall and Winter sessions in the Mississauga Transit Summer U-Pass portion of the fee.

If approved, the total Fall/Winter UTMSU fee will be up to \$416.15 per session (up to \$150.81 part-time), charged to all UTM undergraduate students. The total Fall/Winter UTMSU fee for MAM students will be up to \$505.91 per session.

DOCUMENTATION PROVIDED:

Compulsory Non-Academic Incidental Fees: UTM Student Societies - Proposals for Fee Increases for 2021-22

¹ Further to UTMAGS' request, Mississauga Transit U-Pass fees will not be charged to Master of Forensic Accounting (MFAcc) and Master of Management and Professional Accounting (MMPA) students.



TO: UTM Campus Council

FROM: Mark Overton, Dean of Student Affairs

DATE: March 1, 2021

**SUBJECT: Compulsory Non-Academic Incidental Fees – UTM Student Society
Proposals for Fee Increases for 2021-22**

Requests from two UTM student societies for the fee changes listed below have been received by the Office of the Vice-Provost, Students (OVPS), which manages the University-wide administrative processes related to student society fee requests. The OVPS works with my office as necessary and keeps me informed with respect to the fee requests received from UTM student societies.

The applications have been reviewed in light of the requirements of the *Policy for Compulsory Non-Academic Incidental Fees*. The requests below are found to be in compliance with these requirements and are recommended for approval.

Requests for fee increases from student societies must meet a number of requirements. Section B.4. of the *Policy for Compulsory Non-Academic Incidental Fees* outlines the University's general expectations:

Requests to change the fee collected on behalf of a student society and requests for new fees shall be approved only when evidence has been presented that the request has been authorized by due constitutional process in the organization. The procedures to request approval of a new fee or an increase to an existing fee shall be published in the Handbook for Student Societies.

Cost of Living Increases

- (a) *Where the amount of an increase in the fee charged is not greater than the year-over-year change in consumer prices for Ontario as measured by Statistics Canada (December-over-December) as of December 31 of the previous year, the request must be supported by the results of a previous referendum approving the principle of a cost-of-living adjustment. In special circumstances (e.g., when a portion of a student society fee is designated for a health plan or capital project), other inflation indexes or predetermined inflation factors may be used, provided that the request is supported by the results of a previous referendum approving the use of the specific inflation index or predetermined inflation factor.*

Referendum Requirement

- (b) *Where the amount of an increase in the fee charged is greater than the year-over-year change in consumer prices, the request must be supported by the majority of the society's members voting in a recent referendum.*

The procedures for handling fee change requests (from the *Handbook for Student Societies* published by the OVPS) also provide that requests for a fee increase must be supplied with the following:

Evidence that the request to change the existing fee (or to institute a new charge) has been authorized by due constitutional process of the organization. This evidence should include a copy of or specific reference to the section of the society's constitution and/or by-laws which relate to the mechanism for fee changes, minutes of the meeting at which the resolution to request the change was passed, details and results of any referenda related to the subject which may have been held within the division, and publicity given the matter to ensure that those who may be affected by the change are aware of the proposal, including size and purpose of the increase, and have had the opportunity to make their views known.

Normally, the administration intersects with these processes at two points. Initially, student societies are asked to seek advice from the OVPS on the wording of the referendum questions (with respect to clarity and technical language). The second point occurs after the referendum when the student society makes the formal request for a fee increase. The recommendation for approval is derived from the assessment of whether or not the society has met the requirements established in the *Policy* and relevant procedures.

Occasionally, the OVPS is asked to look into complaints about referendum procedures and compliance with relevant portions of the society's constitution and/or by-laws. The results of these investigations play a significant role in the assessment of the request and the recommendation for approval.

The assessment of requests for fee increases is normally based upon the following expectations:

1. The student society must make the request in a manner consistent with the *Policy for Compulsory Non-Academic Incidental Fees* and the University's procedures for increases to student society fees;
2. When required, there must be a positive result in a referendum for a fee increase (special conditions established by the society, such as quorum, must also be met);
3. The referendum question itself should be clear and provide enough information to students in order to gain a full understanding of the implications of the question and proposed fee for them;
4. The referendum must be held in a fair manner, advertised and promoted in a reasonable manner, and the members of each organization should be given a reasonable opportunity to vote; and
5. Each organization must comply with the provisions of its own by-laws, rules of procedure, and specific policies and procedures approved by the society's board or council.

Societies which have previously received approval (by referendum) from their members for an annual cost of living increase in the society's portion of the fee may request increases, upon approval by the society's board or council, of up to the previous Ontario December-over-December cost of living increase (consumer price index) calculated by Statistics Canada. The December 2020 consumer price index for Ontario was 0.7%.

As outlined in the excerpt from the *Policy* above, where members of a society have given consent (through a previous referendum) to the concept of inflationary increases according to a specific inflation factor or measure, this inflation factor may be used. For example, the University of Toronto Mississauga Association of Graduate Students may request increases in the Mississauga Transit U-Pass portions of their fee of up to 10%.

It is important to note that when dealing with a student society request for a fee change, it is the society's own constitution, by-laws, or established policies that set the standards for acceptable results in referenda. In some cases, society constitutions establish a minimum voter turnout in order to consider a referendum result to be valid. The University has not established additional criteria with respect to valid referendum voter turnout.

In addition, with respect to both requests for increases based upon the results of a referendum, and increases which require only the approval of the society's board or council, the administration relies on the assurances of student societies that due constitutional processes and fair procedures have been followed.

University of Toronto Mississauga Association of Graduate Students (UTMAGS)

Background

In Fall/Winter 2020-21, the total UTMAGS fee was \$215.32 per session for all University of Toronto Mississauga (UTM)-affiliated graduate students. The fee includes \$133.77 per session for the Mississauga Transit U-Pass fee and \$81.55 per session for the Mississauga Transit Summer U-Pass fee.

Requests

- i. *An inflationary increase in the Mississauga Transit U-Pass portion of the fee.*

In accordance with the original referendum question, UTMAGS may request increases to the Mississauga Transit U-Pass portion of the fee of up to 10% upon approval of a resolution by the UTMAGS Board of Directors.

At its meeting held on February 1, 2021, the UTMAGS Executive Committee approved a resolution to request an inflationary increase to the Mississauga Transit U-Pass portion of the fee.

In the course of considering this request, the Office of the Vice-Provost, Students has not received any complaints concerning the process leading up to the request.

- ii. *An inflationary increase in the Mississauga Transit Summer U-Pass portion of the fee.*

In accordance with the original referendum question, UTMAGS may request increases to the Mississauga Transit Summer U-Pass portion of the fee of up to 10% upon approval of a resolution by the UTMAGS Board of Directors.

At its meeting held on February 1, 2021, the UTMAGS Executive Committee approved a resolution to request an inflationary increase to the Mississauga Transit Summer U-Pass portion of the fee.

In the course of considering this request, the Office of the Vice-Provost, Students has not received any complaints concerning the process leading up to the request.

Summary of Changes

University of Toronto Mississauga Association of Graduate Students	Summer 2021		Fall 2021		Winter 2022		Summer 2020		Fall 2020		Winter 2021	
	Full-time	Part-time	Full-time	Part-time	Full-time	Part-time	Full-time	Part-time	Full-time	Part-time	Full-time	Part-time
Mississauga Transit U-Pass (increases up to 10% permitted without referendum)			140.20	140.20	140.20	140.20			133.77	133.77	133.77	133.77
Mississauga Transit Summer U-Pass (increases up to 10% permitted without referendum)			85.41	85.41	85.40	85.40			81.55	81.55	81.55	81.55
TOTAL			\$225.61	\$225.61	\$225.60	\$225.60			\$215.32	\$215.32	\$215.32	\$215.32
Change from Previous Year			+4.8% \$10.29	+4.8% \$10.29	+4.8% \$10.28	+4.8% \$10.28			+5.0% \$10.24	+5.0% \$10.24	+5.0% \$10.24	+5.0% \$10.24

Note: At UTMAGS request, MFAcc and MMPA students are not charged any Mississauga Transit U-Pass fees

Recommendation:

Be it Resolved,

THAT subject to confirmation by the Executive Committee,

THAT beginning in the Fall 2021 session, the University of Toronto Mississauga Association of Graduate Students (UTMAGS) fee be increased as follows: (a) an increase of \$6.43 per Fall and Winter sessions (full-time and part-time) in the Mississauga Transit U-Pass portion of the fee; and (b) an increase of \$3.86 per Fall session and \$3.85 per Winter session (full-time and part-time) in the Mississauga Transit Summer U-Pass portion of the fee.¹

If approved, the total Fall/Winter UTMAGS fee will be \$225.61 per Fall session and \$225.60 per Winter session, charged to all UTM-affiliated graduate students.

¹ Further to UTMAGS' request, Mississauga Transit U-Pass fees will not be charged to Master of Forensic Accounting (MFAcc) and Master of Management and Professional Accounting (MMPA) students.

Background

In Fall/Winter 2020-21, the total UTMSU fee was \$390.61 per session for full-time University of Toronto Mississauga (UTM) undergraduate students (\$144.32 part-time). The fee includes \$35.41 per session (\$1.15 part-time) for the society's portion of the fee, \$102.09 per session (full-time only) for the Health Plan fee, \$85.34 per session (full-time only) for the Dental Plan fee, \$131.39 per session (full-time and part-time) for the Mississauga Transit U-Pass fee, \$82.35 per session for the Mississauga Academy of Medicine (MAM) Mississauga Transit Summer U-Pass fee (paid by MAM students only), \$1.12 per session (full-time and part-time) for the Academic Societies fee, \$8.39 per session (full-time only) for the Canadian Federation of Students (CFS) fee, \$1.12 per session (full-time only) for the Downtown Legal Services fee, and \$1.97 per session (\$1.21 part-time) for the World University Service of Canada (WUSC) Levy.

Requests:

- i. *A cost of living increase in the society portion of the fee.*

At its meeting held on January 29, 2021, the UTMSU Board approved a resolution to request a cost of living increase to the society portion of the fee.

In the course of considering this request, the Office of the Vice-Provost, Students has not received any complaints concerning the process leading up to the request.

- ii. *An inflationary increase in the Health Plan portion of the fee.*

In accordance with the original referendum question, UTMSU may request increases to the Health Plan portion of the fee of up to 10% upon approval of a resolution by the UTMSU Board of Directors.

At its meeting held on January 29, 2021, the UTMSU Board approved a resolution to request an inflationary increase to the Health Plan portion of the fee.

In the course of considering this request, the Office of the Vice-Provost, Students has not received any complaints concerning the process leading up to the request.

- iii. *An inflationary increase in the Dental Plan portion of the fee.*

In accordance with the original referendum question, UTMSU may request increases to the Dental Plan portion of the fee of up to 10% upon approval of a resolution by the UTMSU Board of Directors.

At its meeting held on January 29, 2021, the UTMSU Board approved a resolution to request an inflationary increase to the Dental Plan portion of the fee.

In the course of considering this request, the Office of the Vice-Provost, Students has not received any complaints concerning the process leading up to the request.

- iv. *An inflationary increase in the Mississauga Transit U-Pass portion of the fee.*

In accordance with the original referendum question, UTMSU may request increases to the Mississauga Transit U-Pass portion of the fee of up to 9% upon approval of a resolution by the UTMSU Board of Directors.

At its meeting held on January 29, 2021, the UTMSU Board approved a resolution to request an inflationary increase to the Mississauga Transit U-Pass portion of the fee.

In the course of considering this request, the Office of the Vice-Provost, Students has not received any complaints concerning the process leading up to the request.

- v. *An inflationary increase in the Mississauga Transit U-Pass portion of the fee charged to Mississauga Academy of Medicine (MAM) students in the Fall and Winter sessions.*

In accordance with the original referendum question, the UTMSU may request increases to the Mississauga Transit U-Pass portion of the fee of up to 9% upon approval of a resolution by the UTMSU Board of Directors.

At its meeting held on January 29, 2021, the UTMSU Board approved a resolution to request an inflationary increase to the Mississauga Transit U-Pass portion of the fee charged to MAM students in the Fall and Winter sessions.

In the course of considering this request, the Office of the Vice-Provost, Students has not received any complaints concerning the process leading up to the request.

- vi. *A cost of living increase to the Academic Society portion of the fee.*

At its meeting held on January 29, 2021, the UTMSU Board approved a resolution to request a cost of living increase to the Academic Society portion of the fee.

In the course of considering this request, the Office of the Vice-Provost, Students has not received any complaints concerning the process leading up to the request.

- vii. *A cost of living increase to the Canadian Federation of Students (CFS) portion of the fee.*

At its meeting held on February 5, 2021, the UTMSU Board approved a resolution to request a cost of living increase to the CFS portion of the fee.

In the course of considering this request, the Office of the Vice-Provost, Students has not received any complaints concerning the process leading up to the request.

viii. *A cost of living increase to the Downtown Legal Services portion of the fee.*

At its meeting held on January 29, 2021, the UTMSU Board approved a resolution to request a cost of living increase to the Downtown Legal Services portion of the fee.

In the course of considering this request, the Office of the Vice-Provost, Students has not received any complaints concerning the process leading up to the request.

ix. *A cost of living increase to the World University Service of Canada (WUSC) Levy portion of the fee.*

At its meetings held on January 29, 2021 and February 26, 2021, the UTMSU Board approved resolutions to request a cost of living increase to the WUSC Levy portion of the fee.

In the course of considering this request, the Office of the Vice-Provost, Students has not received any complaints concerning the process leading up to the request.

Summary of Changes

University of Toronto Mississauga Students' Union	Summer 2021		Fall 2021		Winter 2022		Summer 2020		Fall 2020		Winter 2021	
	Full-time	Part-time	Full-time	Part-time	Full-time	Part-time	Full-time	Part-time	Full-time	Part-time	Full-time	Part-time
Society (cost-of-living increases permitted without referendum)	35.41	1.15	35.66	1.16	35.66	1.16	34.68	1.13	35.41	1.15	35.41	1.15
Health Plan (including sales tax; increases up to 10% permitted without referendum; refundable)			Up to 112.30		Up to 112.30				102.09		102.09	
Dental Plan (including sales tax; increases up to 10% permitted without referendum; refundable)			Up to 93.87		Up to 93.87				85.34		85.34	
Mississauga Transit U-Pass (different amount for summer sessions; increases up to 9% permitted without referendum)	183.13	183.13	137.85	137.85	137.85	137.85	174.41	174.71	131.39	131.39	131.39	131.39
Student Centre Levy	12.50	3.75	12.50	3.75	12.50	3.75	12.50	3.75	12.50	3.75	12.50	3.75
Academic, Athletic & Mental Wellness Clubs	1.26	1.26	1.26	1.26	1.26	1.26	1.26	1.26	1.26	1.26	1.26	1.26
Academic Societies (cost-of-living increases permitted without referendum)	1.12	1.12	1.13	1.13	1.13	1.13	1.10	1.10	1.12	1.12	1.12	1.12
Blind Duck Pub (refundable)	3.25	3.25	3.25	3.25	3.25	3.25	3.25	3.25	3.25	3.25	3.25	3.25
Blue Sky Solar Car Racing Team (refundable)	0.13		0.13		0.13		0.13		0.13		0.13	
Canadian Federation of Students (CFS) (Canadian CPI cost-of-living increases permitted without referendum)	8.39		8.45		8.45		8.21		8.39		8.39	
Centre for Women and Trans People (refundable)	0.50		0.50		0.50		0.50		0.50		0.50	
Day Care Subsidy (refundable)	0.50		0.50		0.50		0.50		0.50		0.50	
Downtown Legal Services (cost-of-living increases permitted without referendum; refundable)	1.12		1.13		1.13		1.10		1.12		1.12	
Food Bank (cost-of-living increases permitted without referendum)	0.61	0.61	0.61	0.61	0.61	0.61	0.60	0.60	0.61	0.61	0.61	0.61
Foster Children Program	0.05		0.05		0.05		0.05		0.05		0.05	
Health Initiatives in Developing Countries (refundable)	0.25		0.25		0.25		0.25		0.25		0.25	
On-Campus First Aid Emergency Response (cost-of-living increases permitted without referendum)	0.58	0.58	0.58	0.58	0.58	0.58	0.57	0.57	0.58	0.58	0.58	0.58
Orientation (refundable)	0.50		0.50		0.50		0.50		0.50		0.50	
Radical Roots (refundable)	0.15		0.15		0.15		0.15		0.15		0.15	
U of T Environmental Resource Network (refundable)	0.50		0.50		0.50		0.50		0.50		0.50	
UTM Sexual Education Centre (refundable)	1.00		1.00		1.00		1.00		1.00		1.00	
UTM Women's Centre (refundable)	1.00		1.00		1.00		1.00		1.00		1.00	
Wheelchair Accessibility Projects	1.00		1.00		1.00		1.00		1.00		1.00	
World University Service of Canada (WUSC) Levy (cost-of-living increases permitted without referendum)	0.76		1.98	1.22	1.98	1.22	0.74		1.97	1.21	1.97	1.21
TOTAL	\$253.71	\$194.85	Up to \$416.49	Up to \$150.81	Up to \$416.49	Up to \$150.81	\$244.00	\$186.37	\$390.61	\$144.32	\$390.61	\$144.32
Change from Previous Year	+4.0% \$9.71	+4.6% \$8.48	Up to +6.6% \$25.88	Up to +4.5% \$6.49	Up to +6.6% \$25.88	Up to +4.5% \$6.49	+22.8% \$45.36	+5.8% \$10.24	+1.9% \$7.27	+4.6% \$6.34	+1.9% \$7.27	+4.6% \$6.34
Note: Mississauga Academy of Medicine Students also pay \$89.76 per fall and winter sessions for a Mississauga Transit Summer U-Pass												

Recommendations:

Be it Resolved,

THAT subject to confirmation by the Executive Committee,

THAT beginning in the Summer 2021 session, the University of Toronto Mississauga Student Union (UTMSU; legally, the Erindale College Student Union) fee be increased as follows: (a) an increase of \$8.72 per Summer session (full-time and part-time) in the Mississauga Transit U-Pass portion of the fee;

THAT beginning in the Fall 2021 session, the UTMSU fee be increased as follows: (a) an increase of \$0.25 per session (\$0.01 part-time) in the society portion of the fee; (b) an increase of up to \$10.21 per Fall and Winter sessions (full-time only) in the Health Plan portion of the fee; (c) an increase of up to \$8.53 per Fall and Winter sessions (full-time only) in the Dental Plan portion of the fee; (d) an increase of \$6.46 per Fall and Winter sessions (full-time and part-time) in the Mississauga Transit U-Pass portion of the fee (e) an increase of \$0.01 per session (full-time and part-time) in the Academic Societies portion of the fee; (f) an increase of \$0.06 per session (full-time only) in the Canadian Federation of Students (CFS) portion of the fee; (g) an increase of \$0.01 per session (full-time only) in the Downtown Legal Services portion of the fee; and (h) an increase of \$0.01 per Fall and Winter sessions (full-time and part-time) and \$0.01 per Summer session (full-time only) in the World University Service of Canada (WUSC) Levy portion of the fee; and

THAT beginning in the Fall 2021 session, the UTMSU fee charged to Mississauga Academy of Medicine (MAM) students in the Fall and Winter sessions be increased as follows: (a) an increase of \$7.41 per Fall and Winter sessions in the Mississauga Transit Summer U-Pass portion of the fee.

If approved, the total Fall/Winter UTMSU fee will be up to \$416.15 per session (up to \$150.81 part-time), charged to all UTM undergraduate students. The total Fall/Winter UTMSU fee for MAM students will be up to \$505.91 per session.