



FOR INFORMATION

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OPEN SESSION

TO: Business Board

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DATE: March 2, 2022 for March 15, 2022

AGENDA ITEM: 5(b)

ITEM IDENTIFICATION:

Category 5, Cost Recovery Ancillary Fees, 2022-23; and Category 6, Administrative User Fees and Fines, 2022-23

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 15, 2022)**

PREVIOUS ACTION TAKEN:

The 2021-22 fees were considered by the Business Board at its March 17, 2021 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 869 fees in Category 5, and 264 fees in Category 6. Of these combined fees, roughly 78% will remain unchanged or be reduced in 2022-23, 73 fees are new, and an additional 52 fees will see an inflationary increase of 5% or less. There are 124 fees that will increase by more than 5%, primarily based on factors such as elevated input costs due to the COVID-19 pandemic, updated vendor prices and lower levels of planned enrolment against fixed overhead costs. Some of these fees are being increased for the first time in several years or increased from a low amount.

For 2022-23, the proposed fee schedules reflect the ongoing impacts of the COVID-19 pandemic and anticipated changes to the way services will be delivered. This is not only reflected in some higher fees (as noted above), but in some other cases where fees have been lowered or removed from the schedules. There have also been new fees that have been introduced on account of the pandemic. 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, 2022-23 (March 1, 2022)*