



TO: Members of the University Affairs Board

FROM: David Farrar, Vice-Provost, Students

DATE: March 23, 2005

SUBJECT: Council on Student Services (COSS)

Included in this package are detailed annual reports and operating plans for the co-curricular services on the St. George Campus for 2005-06. The operating plans and budgets have been prepared with input from the managers of the services, from student users of the services, from various advisory and governing bodies, and from the Council on Student Services (COSS) established under the terms of the Protocol on non-tuition fees.

Pursuant to the Protocol, a key duty of COSS is to provide advice to University Affairs Board (UAB) in respect of the services' operating plans, budgets and changes in fees governed by the Protocol. Decisions of COSS (i.e., approval or failure to approve plans and fees, and other approved resolutions) related to operating plans and fees are conveyed to the UAB when the service's plan is under consideration by the Board. If COSS does not approve a fee increase, the administration is entitled to seek approval by the UAB of: (a) a permanent fee increase of the lesser of the consumer price index (CPI) increase or the University of Toronto index (UTI) increase; and (b) a temporary (three year) increase of the greater of the CPI increase or the UTI increase. Permanent increases which are larger than CPI or UTI require the approval of either a majority of the student members of COSS present at the meeting at which the fee increase is considered or the majority of the relevant students voting in a referendum.

This memorandum summarizes the outcomes of the Council's consideration of the operating plans and budgets. A matter concerning the membership of the council is also addressed.

Membership of COSS

COSS is composed of seventeen members including ten student representatives appointed by various organizations on campus. The secretariat for COSS (which operates from within Student Affairs) has become aware of the fact that three of the student members of the Council are not eligible to serve in the positions to which they have been appointed. The issue arises in respect of two sets of appointments:

Appointee of the UTM Quality Services to Students Group (QSS): The Protocol requires that the person appointed by QSS be a "full-time or part-time student." Unfortunately, the QSS appointee is not registered as a student in this session.

Appointees of the Association of Part-time Undergraduate Students (APUS): The Protocol requires that the two people appointed by APUS be “part-time undergraduate students.” Unfortunately, both appointees appear to be full-time undergraduate students.

The appointees of the Graduate Students’ Union, the Students’ Administrative Council, and the UTSC Council of Student Services, all appear to be eligible to serve in their positions on the Council.

In consideration of the fact that the membership of COSS was not properly constituted, it is questionable as to whether or not there were due constitutional decisions made by the Council on March 8, 2005, when it met to consider the operating plans, budgets, and fees of the St. George services. Since the Protocol provides that COSS shall convey its advice to the University Affairs Board concerning these operating plans, budgets and fees, it is questionable whether or not there is *formal advice* to convey.

Whether or not the votes should be considered valid, and whether or not the outcome is considered formal advice, the administration has decided to act as if the decisions and the meeting were properly constituted. Therefore, the administration’s actions are consistent with the spirit of the Protocol on non-tuition fees which requires that COSS be asked for its advice on the operating plans, budgets and fees for the services.

In consultation with the Office of the Governing Council, the secretariat for COSS will develop a mechanism whereby membership of COSS is verified each year.

COSS Voting on Operating Plans, Budgets and Fees

For the operating plans, budgets and associated compulsory non-academic incidental fees to be approved by the Council on Student Services, they require the support of a majority of students present at the meeting when the votes are held.

At its meeting held on March 8, 2005, COSS considered the five resolutions listed below. The results of each vote are provided for the information of members of the Board.

1. Faculty of Physical Education and Health: Co-curricular Programs and Services

2004-05 Fee: Full-time (St. George) - \$97.69 per session
 Part-time (St. George) - \$19.54 per session
 Full-time (UTM/UTSC) - \$12.24 per session
 Part-time (UTM/UTSC) - \$2.45 per session

Request for approval:

That the 2005-06 operating plans and budget for the Faculty of Physical Education and Health: Co-curricular Programs and Services, as outlined in the memorandum dated February 3, 2005 from Bruce Kidd, Dean, be approved; and

That the sessional fee for a full-time student on the St. George campus be increased to \$100.43 (\$20.09 for a part-time student), which represents an increase of 2.8%; and that the sessional fee for a full-time student at UTM or UTSC be increased to \$12.58 (\$2.52 for a part-time student), which represents an increase of 2.8%.

The vote on the resolution was as follows:

In favour: 10 (including 3 students)

Opposed: 6 (including 6 students)

As a result of this vote, the Faculty is presenting revised plans to the Board which include a request for a temporary three year increase in fees of 2.0%.

2. Student Services

2004-05 Fee: Full-time - \$53.32 per session

Part-time - \$10.66 per session

Request for approval:

That the 2005-06 operating plans and budget for the Student Services, as described in the memorandum dated February 8, 2005 from Marilyn Van Norman, Director, be approved; and

That the sessional fee for a full-time student on the St. George campus be increased to \$54.39 (\$10.88 for a part-time student), which represents an increase of 2.0%.

The vote on the resolution was as follows:

In favour: 17 (including 10 students)

Opposed: 0

As a result of this vote, the plans considered by COSS are presented to the Board.

3. Health Service and Psychiatric Service

2004-05 Fee: Full-time - \$17.13 per session

Part-time - \$3.42 per session

Request for approval:

That the 2005-06 operating plans and budget for the Health Service and the Psychiatric Service, as described in the memorandum dated February 8, 2005 from Marilyn Van Norman, Director, be approved; and

That the sessional for a full-time student on the St. George campus remain at \$17.13 (3.42 for a part-time student).

The vote on the resolution was as follows:

In favour: 17 (including 10 students)

Opposed: 0

As a result of this vote, the plans considered by COSS are presented to the Board.

4. **Hart House**

2004-05 Fee: Full-time (St. George) - \$60.31 per session
 Part-time (St. George) - \$12.06 per session
 Full-time (UTM/UTSC) - \$1.84 per session
 Part-time (UTM/UTSC) - \$0.37 per session
Reduction pursuant to temporary increase of 1.5% approved in 2002:
 Full-time (St. George) - \$0.87 per session
 Part-time (St. George) - \$0.18 per session
 Full-time (UTM/UTSC) - \$0.03 per session
 Part-time (UTM/UTSC) - \$0.01 per session

2005-06 Fee Proposal:

Part A - 2% inflation increase:

 Full-time (St. George) - \$1.19 per session
 Part-time (St. George) - \$0.24 per session
 Full-time (UTM/UTSC) - \$0.04 per session
 Part-time (UTM/UTSC) - \$0.01 per session

Part B - 1.5% additional increase:

 Full-time (St. George) - \$0.89 per session
 Part-time (St. George) - \$0.18 per session
 Full-time (UTM/UTSC) - \$0.03 per session
 Part-time (UTM/UTSC) - \$0.01 per session

TOTAL (base + 2% + 1.5%):

 Full-time (St. George) - \$61.52 per session
 Part-time (St. George) - \$12.30 per session
 Full-time (UTM/UTSC) - \$1.88 per session
 Part-time (UTM/UTSC) - \$0.38 per session

Request for approval:

That the 2005-06 operating plans and budget for Hart House, as described in the memorandum dated February 1, 2005 from Margaret Hancock, Warden, be approved; and

That the sessional fee for a full-time student on the St. George campus be increased to \$61.52 (\$12.30 for a part-time student) and that the sessional fee for a full-time student at UTM or UTSC be increased to \$1.88 (\$0.38 for a part-time student). This represents a net increase of 2.0% over the 2004-05 fee due to the 1.5% decrease caused by the termination of the temporary increase approved in 2002, plus the 2% inflation increase and the 1.5% additional increase.

The vote on the resolution was as follows:

 In favour: 10 (including 3 students)
 Opposed: 6 (including 6 students)

As a result of this vote, Hart House is presenting plans to the Board which include a request for a permanent increase in fees of 2.0% and a temporary three year increase in fees of 1.5%.

5. Student Affairs

2004-05 Fee: Full-time - \$22.52 per session
 Part-time - \$4.50 per session

Request for approval:

That the operating plans and budget for Student Affairs, as described in the memorandum dated February 1, 2005 from Susan Addario, Director, be approved; and

That the sessional fee for a full-time student on the St. George campus be increased to \$23.32 (\$4.66 for a part-time student), which represents an increase of 3.6%.

The vote on the resolution was as follows:

In favour: 8 (including 1 student)
Opposed: 9 (including 9 students)

As a result of this vote, Student Affairs is presenting revised plans to the Board which include a request for a permanent increase in fees of 2.0%.