



**FOR
RECOMMENDATION**

PUBLIC

OPEN SESSION

TO: UTM Campus Affairs Committee

SPONSOR: Mark Overton, Dean of Student Affairs & Assistant Principal, Student Services

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PRESENTER: See Sponsor

DATE: September 7, 2023 for September 21, 2023

AGENDA ITEM: 3

ITEM IDENTIFICATION:

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

JURISDICTIONAL INFORMATION:

Section 5.1 of the *Terms of Reference* lists student societies and compulsory non-academic incidental fees among the UTM Campus Affairs Committee’s areas of responsibility. Sections 5.4.1 and 5.4.2 provide that compulsory non-academic incidental fees for UTM 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 & Assistant Principal, Student Services

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.

Requests for increases are brought forward to the UTM Campus Affairs 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 Office of the Vice-Provost, Students 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 Recommendation] (September 21, 2023)**
2. University Affairs Board [For Information] (October 4, 2023)
3. UTM Campus Council [For Approval] (October 11, 2023)
4. Executive Committee [For Confirmation] (October 17, 2023)

PREVIOUS ACTION TAKEN:

Requests for changes to existing student society fees and/or the establishment of new fees may be brought forward to the UTM Campus Affairs 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 **University of Toronto Mississauga Students' Union** (UTMSU; Legally, Erindale College Students' Union) has requested two changes to the fee charged on their behalf by the University, both of which were supported by a referendum of their members:

1. **Establishment of a HOUSE UTM portion of the fee**
 - \$5.00 per session for full-time students; \$2.50 per session for part-time students; may be adjusted annually in accordance with the Ontario Consumer Price Index
 - Referendum results: 607 (28.4%) in favour, 497 (23.2%) opposed, 1,037 (48.4%) abstained from voting
2. **Establishment of a Regenesis UTM portion of the fee**
 - \$5.00 per session for full-time students; \$2.50 per session for part-time students; may be adjusted annually in accordance with the Ontario Consumer Price Index
 - Referendum results: 599 (27.6%) in favour, 422 (19.5%) opposed, 1,147 (52.9%) abstained from voting

The UTMSU referenda were held concurrently with the UTMSU Spring 2023 Elections.

In accordance with the UTMSU's governing documents, the UTMSU Board of Directors ratified the referendum results on April 28, 2023 and requested that the fee changes be made. As this date fell after the Assessor's deadline for Cycle 6 (2022-23), and all organizations involved would appreciate a timely decision from the University, these requests are being considered in Cycle 1 (2023-24).

Additional information regarding the requests above is provided in the attached memorandum from Mark Overton, Dean of Student Affairs & Assistant Principal, Student Services.

All of the requests have been reviewed by the Office of the Vice-Provost, Students (OVPS) and found to be in compliance with the *Policy for Compulsory Non-Academic Incidental Fees*. In the course of considering these requests, the OVPS has not received any complaints. Therefore, these requests are recommended for approval.

FINANCIAL IMPLICATIONS:

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

RECOMMENDATION:

Be it Recommended,

THAT, beginning in the Fall 2024 session, the University of Toronto Mississauga Students' Union (UTMSU; legally, Erindale College Students' Union) fee be modified as follows: (a) the establishment of \$5.00 per session (\$2.50 part-time) in the HOUSE UTM portion of the fee, and (b) the establishment of \$5.00 per session (\$2.50 part-time) in the Regenesys UTM portion of the fee.

If approved, the total Fall/Winter UTMSU fee will be \$451.76 per session (\$176.27 part-time), charged to all UTM undergraduate students. The total Fall/Winter UTMSU fee for Mississauga Academy of Medicine (MAM) students will be \$530.65 per fall session and \$530.64 per winter session.

DOCUMENTATION PROVIDED:

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



TO: Members of the UTM Campus Council

FROM: Mark Overton, Dean of Student Affairs & Assistant Principal, Student Services

DATE: September 7, 2023

SUBJECT: Compulsory Non-Academic Incidental Fees: UTM Student Societies – Proposals for Fee Increases

Requests from one UTM student society 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.

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.

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 Students' Union (UTMSU; legally, the Erindale College Student Union)

Background

In Fall/Winter 2023-24, the total UTMSU fee is \$441.76 per session for full-time University of Toronto Mississauga undergraduate students (\$171.27 part-time), and \$530.65 per fall session and \$530.64 per winter session for Mississauga Academy of Medicine students.

Requests

i. Establishment of a HOUSE UTM portion of the fee.

A referendum was held from March 14, 2023, to March 16, 2023, in which all undergraduate students at the University of Toronto Mississauga were asked to support the establishment of a dedicated HOUSE UTM portion of the UTMSU fee. The wording of the question was as follows:

Do you agree to an implementation of a levy for HOUSE UTM of \$5.00 per session for full-time students and \$2.50 per session for part-time students; adjusted annually in accordance with the Ontario Consumer Price Index?

IN FAVOUR / AGAINST / ABSTAIN

The results of the referendum were as follows:

Yes:	607 (28.4%)	Eligible Voters (approx.):	15,039
No:	497 (23.2%)	Voter Turnout (approx.):	2,141
Abstain:	1,037 (48.4%)		(14.2%)
Total:	2,141		

In the course of considering this request, the Office of the Vice-Provost, Students has not received any complaints.

ii. Establishment of a Regenesis UTM portion of the fee.

A referendum was held from March 14, 2023, to March 16, 2023, in which all undergraduate students at the University of Toronto Mississauga were asked to support the establishment of a dedicated Regenesis UTM portion of the UTMSU fee. The wording of the question was as follows:

Do you agree to an implementation of a levy for Regenesis UTM of \$5.00 per session for full-time students and \$2.50 per session for part-time students; adjusted annually in accordance with the Ontario Consumer Price Index?

IN FAVOUR / AGAINST / ABSTAIN

The results of the referendum were as follows:

Yes:	599 (27.6%)	Eligible Voters (approx.):	15,039
No:	422 (19.5%)	Voter Turnout (approx.):	2,168
Abstain:	1,147 (52.9%)		(14.4%)
Total:	2,168		

In the course of considering this request, the Office of the Vice-Provost, Students has not received any complaints.

Summary of Changes

University of Toronto Mississauga Students' Union	Summer 2024		Fall 2024		Winter 2025		Summer 2023		Fall 2023		Winter 2024	
	Full-time	Part-time	Full-time	Full-time	Part-time	Full-time	Full-time	Part-time	Full-time	Part-time	Full-time	Part-time
Society (cost-of-living increases permitted without referendum)	37.51	1.22	39.76	1.29	39.76	1.29	37.51	1.22	39.76	1.29	39.76	1.29
Health Plan (including sales tax; increases up to 10% permitted without referendum; refundable)			112.30		112.30				112.30		112.30	
Dental Plan (including sales tax; increases up to 10% permitted without referendum; refundable)			93.87		93.87				93.87		93.87	
Mississauga Transit U-Pass (different amount for summer sessions; increases up to 9% permitted without referendum)	192.29	192.29	157.77	157.77	157.77	157.77	192.29	192.29	157.77	157.77	157.77	157.77
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)	1.19	1.19	1.26	1.26	1.26	1.26	1.19	1.19	1.26	1.26	1.26	1.26
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)	8.86		9.42		9.42		8.86		9.42		9.42	
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)	1.19		1.26		1.26		1.19		1.26		1.26	
Environmental Resource Network (refundable)	0.50		0.50		0.50		0.50		0.50		0.50	
Food Bank (cost-of-living increases permitted without referendum)	0.64	0.64	0.68	0.68	0.68	0.68	0.64	0.64	0.68	0.68	0.68	0.68
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	
HOUSE UTM (cost-of-living increases permitted without referendum)			5.00	2.50	5.00	2.50						
On-Campus First Aid Emergency Response (cost-of-living increases permitted without referendum)	0.61	0.61	0.65	0.65	0.65	0.65	0.61	0.61	0.65	0.65	0.65	0.65
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	
Regenesis UTM (cost-of-living increases permitted without referendum)			5.00	2.50	5.00	2.50						
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)	0.81		2.20	1.36	2.20	1.36	0.81		2.20	1.36	2.20	1.36
TOTAL	\$265.69	\$204.21	\$451.76	\$176.27	\$451.76	\$176.27	\$265.69	\$204.21	\$441.76	\$171.27	\$441.76	\$171.27
Change from Previous Year	0.0% \$ -	0.0% \$ -	+2.3% \$10.00	+2.9% \$5.00	+2.3% \$10.00	+2.9% \$5.00	+0.9% \$2.48	+0.1% \$0.18	+8.6% \$34.92	+8.4% \$13.33	+8.6% \$34.92	+8.4% \$13.33
Note: Mississauga Academy of Medicine students also pay \$78.89 per fall session and \$78.88 per winter session for a Mississauga Transit Summer U-Pass												

Recommendations

THAT, beginning in the Fall 2024 session, the University of Toronto Mississauga Students' Union (UTMSU; legally, Erindale College Students' Union) fee be modified as follows: (a) the establishment of \$5.00 per session (\$2.50 part-time) in the HOUSE UTM portion of the fee, and (b) the establishment of \$5.00 per session (\$2.50 part-time) in the Regenesys UTM portion of the fee.

If approved, the total Fall/Winter UTMSU fee will be \$451.76 per session (\$176.27 part-time), charged to all UTM undergraduate students. The total Fall/Winter UTMSU fee for Mississauga Academy of Medicine (MAM) students will be \$530.65 per fall session and \$530.64 per winter session.