



MEMORANDUM

To: **Members of the University Affairs Board**

From: David Newman

Date: March 12, 2013

Subject: **Student Society Proposals for Fee Increases**

Request from three student societies for the fee changes listed below has been received by the Office of the Vice-Provost, Students. The applications have been reviewed in light of the requirements of the *Policy for Compulsory Non-Academic Incidental Fees*, 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 2 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.

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. 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 this office) 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 which relates 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, we ask student societies to seek advice from this office on the wording of 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 the relevant procedures.

Occasionally, the Office 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 to December cost of living increase (consumer price index) calculated by Statistics Canada. The December 2012 consumer price index for Ontario was 0.8%.

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 factor or measure may be used in place of CPI.

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, the administration relies heavily on the assurances of student societies that due constitutional and fair procedures have been followed.

Association of Erindale Part-time Undergraduate Students (EPUS)

Background

At present, the EPUS fee includes an \$88.20 per session fee in the summer for a Mississauga Transit U-Pass for all part-time undergraduate University of Toronto Mississauga students.

In accordance with the original referendum question, EPUS may request increases to the Mississauga Transit U-Pass portion of the fee of up to 9.0% upon approval of a resolution by the Executive Committee of EPUS.

Requests

- 1) An inflationary increase in the summer Mississauga Transit U-Pass portion of the fee.

At its meeting held on October 19, 2012, the EPUS Board approved the resolution to request inflationary increases to the summer Mississauga Transit U-Pass portion of the fee.

In 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

See Schedule 1: Student Society Fees (attached).

Recommendation

It is recommended that the University Affairs Board approve the following:

THAT, beginning in the Summer 2013 session the Association of Erindale Part-time Undergraduate Students (EPUS) fee be increased as follows: (a) an increase to \$93.90 per session (summer session only) for a Mississauga Transit U-Pass. If approved, the total EPUS fee will be \$99.65 per session in the summer session, charged to all part-time undergraduate UTM students.

Erindale College Student Union (operating as the University of Toronto Mississauga Students' Union; UTMSU)

Background

At present, the UTMSU fee includes \$94.28 per session in the summer for a Mississauga Transit U-Pass.

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 9.0% upon approval of a resolution by the Board of Directors of UTMSU.

Requests

- 1) An inflationary increase in the Mississauga Transit U-Pass portions of the fee.

At the meeting to be held in March 2013, the UTMSU Board will consider resolutions to request an inflationary increase to the summer Mississauga Transit U-Pass portion of the fee.

In 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.

- 2) The application of the UTMSU fees to Mississauga Academy of Medicine students beginning in the summer of 2013.

A referendum was held January 30, 2012, in which Mississauga Academy of Medicine students were asked whether they supported affiliated with the UTMSU for the provision of campus specific services. The wording of the question is as follows:

Preamble:

The Erindale College Student Union (operating as the University of Toronto Mississauga Students' Union - UTMSU) represents all full-time undergraduate students at the University of Toronto Mississauga.

UTMSU also provides social and academic services that promote the general interests of all full time and part time undergraduate students at UTM.

UTMSU strives to bridge communication between the students and the Faculty/Administration. This is to ensure that the needs of undergraduate students are being addressed at all levels of university governance.

UTMSU represents undergraduate students in various committees representing the student perspective and advocates on behalf of its membership with regards to

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campus needs regarding food services, parking spaces & rates, the student centre, academic curriculum and student services.

UTMSU works closely with UTSU and the Medical Society to make sure that the needs of MAM students are satisfied at the UTM Campus.

MAM students will be represented by an elected representative on the UTMSU Board of Directors, the union's highest decision making body. The MAM representative will also serve on one of the committees of the UTMSU Board of Directors.

UTMSU manages and administers many services such as the Book Exchange, Movie passes, Yuk Yuk's Tickets, Transit Tickets, Lockers, Student Center Bookings, Health and Dental Plan, Food Bank, On Campus Advertising, ISIC Cards, 24/7 photocopying center, Free Tax Clinics, the Infobooth, the Blind Duck Restaurant and much more.

UTMSU provides Bursaries such as project based grant funding and resources to its Academic Societies.

UTMSU also provides to its undergraduate members access to the popular Universal Bus Pass (UPass), an unlimited bus pass for all Mississauga Transit routes for 8 months (September 1 to April 30 inclusive). UTMSU also plans to launch a new UPass program that will allow its members an unlimited bus pass for all Mississauga Transit routes for 4 months (May 1 to August 30 inclusive).

The Society portion of the UTMSU fee funds the many services described in the Preamble.

The Student Centre Levy portion of the UTMSU fee funds the operations of the UTM Student Center, which is home to UTMSU Clubs, Academic Societies, The Student Newspaper (Medium), The Radio Station and the popular food service operation, the Blind Duck.

The On Campus First Aid Emergency Response portion of the UTMSU fee funds the levy group Erindale College Special Response Team ECSPERT, which provides first aid support for the many events that take place throughout the year.

The Blind Duck Pub portion of the UTMSU fee is a refundable fee that supports the operation of the Blind Duck Restaurant & Pub.

The Club Funding and Resources portion of the UTMSU Fee is a source of funding for over a hundred clubs and academic societies recognized by UTMSU.

The Mississauga Transit U-Pass portion of the UTMSU fee guarantees UTMSU's members' access to the popular Universal Bus Pass (UPass), an unlimited bus

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pass for all Mississauga Transit routes for 8 months (September 1 to April 30 inclusive).

The Academic Societies portion of the UTMSU fee is a source of funding for the popular academic societies recognized by UTMSU.

The Food Bank portion of the UTMSU fee is a dedicated source of funding for the popular UTMSU service whose members rely on.

The Student Refugee Program portion of the UTMSU fee is a source of funding for the WUSC service that allows UTMSU to sponsor a student refugee to attend the University of Toronto Mississauga.

UTMSU charges a membership fee for the provision of these services and advocacy. In 2011, UTMSU charged \$117.50 for the Summer Session and \$99.07 for the Fall and Winter Session (\$198.14 per fall/winter period).

Question:

Are you in favour of a becoming a member of the Erindale College Students' Union (operating as the University of Toronto Mississauga Students' Union) as described in the preamble, and

Are you in favour of the mandatory and dedicated UTMSU fees being charged as described in the preamble?

YES NO ABSTAIN

The results of the referendum are as follows:

Yes	32	76%	Approximate Number of Eligible Voters	54	
No	10	24%	Voter Turnout	42	77.7%
Abstain	0				
Total	42				

Summary of Changes

See Schedule 1: Student Society Fees (attached).

Recommendation

It is recommended that the University Affairs Board approve the following:

THAT, on the condition that the Board of the Erindale College Student Council (UTMSU) supports the proposal for a Mississauga Transit U-Pass fee in March 2013, the University Affairs Board approve the following:

THAT beginning in the summer 2013 session, the Erindale College Student Union (operating as the University of Toronto Mississauga Students' Union, UTMSU) fee be increased as follows: (a) an increase of \$8.49 per session to \$102.77 (summer session only) in the Mississauga Transit U-Pass portion of the fee; and (b) The charging of the UTMSU fee to Mississauga Academy of Medicine Students. If approved, the total UTMSU fee will be \$134.52 per session in the summer session, charged to all full-time undergraduate UTM students.

Scarborough Campus Community Radio (SCCR)

Background

In 2012-13, the SCCR fee was \$4.85 per fall and winter session for all full-time University of Toronto Scarborough (UTSC) undergraduate students.

Requests

- 1) The implementation of a summer session fee (originally brought to UAB in April of 2011 – Administrative error in the motion).

A referendum was held February 9-11, 2011, in which undergraduate UTSC students were asked to support the increase to the society portion of the fee and the collection of the fee in the summer session. The wording of the question is as follows:

Preamble:

Scarborough Campus Community Radio Inc. (Also known as Fusion Radio) us [sic] seeking consent from its members to increase its student fee. The proposed increase is \$1.35 per semester: from \$3.50 [sic] to \$4.85. It would begin in the 2011--2012 Fall/ Winter academic session.

Fusion Radio is also seeking consent to collect a fee from full time students enrolled in the summer session: This fee would be either \$.350 [sic] or \$4.85 per session, depending on the result of the first referendum questions [sic]. It would begin in the 2011 summer session.

The purpose of the requested increase is:

- a) To allow Fusion Radio to meet minimum wage laws*
- b) Provide additional involvement opportunities to students*
- c) To fund new staff positions necessary to improve the quality of programming*
- d) To contribute to realizing our dream of a functional FM radio station at the University of Toronto Scarborough*

Fusion radio currently receives no funds for the summer session, despite that it is active and broadcasting 12 months per year and it employs its staff (primarily students) year- round. To maintain this service and these opportunities, summer funds are necessary.

Question 1: Are you in favour of an increase of \$1.35 to Scarborough Campus Community Radio's per session fee, as described in the first 'paragraph of the preamble?

Yes/No

Question 2: Are you in favour of Scarborough Campus Community Radio collecting a fee in the summer session, as described in the second paragraph of the preamble?

Yes/No

The results of Question 1 were approved by UAB in April of 2011. The results of the Question 2 are as follows:

Yes	97	69.8%	Approximate Number of Eligible Voters	9,657	
No	42	30.2%	Voter Turnout	139	1.4%
Abstain	0				
Total	139				

In 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

See Schedule 1: Student Society Fees (attached).

Recommendation

If approved, the total SCCR fee will be \$\$4.85 per session in the summer session, charged to all part-time undergraduate UTSC students.