

THE UNIVERSITY OF LETHBRIDGE
2003-04 PROPOSED FEES AND RATES

November 2002

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INTRODUCTION

In December of each year, changes to fees and rates, including any policies governing fees and rates are provided to the Board of Governors for approval. In accordance with Alberta Learning's 1995-96 Tuition Fee Policy, fee increases for the subsequent three year period are provided in this document and will be published in the University Calendar. In addition, as directed by Alberta Learning, the fee and rate changes have been reviewed by a Student Fee Review Committee to satisfy the government requirement that the Board of Governors develop a consultative mechanism with students to discuss the establishment and changes to all annual fees charged to students. Committee membership for the Student Fee Review Committee for 2002-2003 is provided in Appendix D to this report.

INSTRUCTIONAL FEES

Tuition Fees

The provincial government introduced the new tuition fee policy in 1995-96. This policy states that in the future:

1. Students will pay for a greater share of their learning in line with the benefits they receive.
2. Consultation will replace regulation, but government will still have to set some rules for tuition levels.
3. Institutions will be accountable to students for the level of tuition set and the services provided.
4. Tuition fee increases will be both reasonable and predictable.
5. Increases in tuition cannot be a substitute for institutions realizing operating efficiencies or for becoming more effective in delivering quality learning opportunities.

Specifically, in 1994-95, the provincial government set annual increases in fees for instruction at a level not to exceed an average of \$215.50 per full-time equivalent student. For 1995-96 and beyond, this limit is adjusted by the cumulative actual change in the Alberta Consumer Price Index [1994-95 being the base year]. In addition, for each institution, revenues from fees for instruction must be less than 30% of its annual net operating expenditures to the year 2000 and shall not exceed 30% after that. The current University of Lethbridge tuition fee cap is 27.2% (projected 2002-03 financial data). Analysis indicates that a full increase at \$26 per course will be allowed for the 2003-04 year and the institution will be limited to a smaller increase in 2004-05 when it is projected that we will again reach the 30% tuition fee cap. The third year indicates an increase allowed under the proposed Fee Policy, if approved, of 2% plus the average annual change in the Alberta Consumer Price Index.

Recommendation 1:

That fees for instruction, including tuition and materials and service fees for 2003-04 be increased effective April 1, 2003 as presented in Table I, and that the fee increases for 2004-05 and 2005-06 be approved in principle.

**TABLE I
INSTRUCTIONAL FEES
(Per Course Fees)**

	Actual 2002-03	% Increase	Proposed 2003-04	% Increase	Proposed 2004-05	% Increase	Proposed 2005-06
Undergrad							
Canadian	347	8%	373	5%	393	5%	411
Foreign	694	8%	746	5%	786	5%	822
Graduate							
Canadian	422	7%	450	6%	475	3%	490
Foreign	844	7%	900	6%	950	3%	980
Materials & Service	24	0%	24	0%	24	0%	24

Master of Education Term Fee

Currently, students enrolled in the Masters of Education program must pay a minimum program fee consisting of nine term fees beginning with the term in which the student is admitted, and paid consecutively each term irrespective of whether the student is enrolled in courses. If a student has not completed the program after the payment of nine term fees, an additional payment of one-half of a term fee will be required each term until the program is finished.

The proposed increase in the term fees will allow the Faculty of Education to recover the costs associated with the M.Ed. program. The criteria that teachers today identify as important include: ability to continue to work while studying; ability to study at a distance; opportunities to combine theory and practice; and flexible delivery/instructional formats based on sound adult educational principles. The Faculty has tried to incorporate these criteria into the Graduate Program over the last several years, developing many on-line courses, delivering instruction to off-campus locations and providing opportunities for practicum experiences.

An analysis of increases in Program/Tuition fees of other M.Ed. programs in Western Canada show that they are beginning to raise their fees significantly. The University of Victoria recently announced a 30% increase to their graduate student costs and the University of Saskatchewan raised their graduate program tuition by 15.5%.

Recommendation 2:

That the Faculty of Education Graduate Term fee for 2003-04 be increased effective April 1, 2003 as presented in Table II, and that the fee increases for 2004-05 and 2005-06 be approved in principle.

**TABLE II
FACULTY OF EDUCATION GRADUATE TERM FEE**

	Actual 2002-03	% Increase	Proposed 2003-04	% Increase	Proposed 2004-05	% Increase	Proposed 2005-06
Grad Term Fee	736	20%	883	3%	913	3%	940

PHYSICAL PLANT

Parking Rates

On February 13th, 1996, the Board of Governors passed a motion making Parking Services a full cost recovery operation effective April 1, 1997 although the organization has been operating on a cost recovery basis for a number of years. The revenue generated through parking fees are used to maintain all roadways, parking lots, pathways and sidewalks and to fund additional campus parking facilities. The average proposed increase to annual permit prices is approximately 5% and are required to accommodate projected capital costs for new parking lots as well as increases in operating costs and maintenance.

Recommendation 4:

That the parking rates for 2003-04 as detailed in Table IV be approved effective September 1, 2003 and the parking rates for 2004-05 and 2005-06 be approved in principle.

**TABLE IV
PARKING RATES**

(Prices include GST)	Actual 2002-03	% Increase	Proposed 2003-04	% Increase	Proposed 2004-05	% Increase	Proposed 2005-06
Annual Permits							
Far West Non-Plug	200	5%	210	5%	220	5%	230
West Non-Plug	215	5%	225	4%	235	4%	245
West Plug-in	275	4%	285	5%	300	5%	315
West Faculty/Staff	345	6%	365	5%	385	5%	405
North/south/east/athletic Lots	285	5%	300	5%	315	5%	330
Northwest lot	200	5%	210	5%	220	5%	230
Exploration Place lot	150	7%	160	6%	170	6%	180
Reserved Stall	345	6%	365	5%	385	5%	405
Special Needs	200	5%	210	5%	220	5%	230
Monthly Permits							
Fitness/Aquatic/Community	20/6 mos.	0%	20/6 mos.	0%	20/6 mos.	0%	25/6 mos.
Monthly - Far West Non-Plug, Exploration Place, Northwest	28	0%	28	7%	30	7%	32
Monthly - North, south, west	36	0%	36	6%	38	5%	40

**TABLE IV
PARKING RATES (Cont'd)**

	Actual 2002-03	% Increase	Proposed 2003-04	% Increase	Proposed 2004-05	% Increase	Proposed 2005-06
Other							
Weekly Permit, Far West Non-Plug, Exploration Place	16	0%	16	25%	20	0%	20
Daily Permit - Far West Non-Plug, Exploration Place	4	0%	4	50%	6	0%	6
Four Hour Permit - Far West Non-Plug, Exploration Place	3	0%	3	33%	4	0%	4
Metered Parking	.75/hr	0%	.75/hr	33%	1.00/hr	0%	1.00/hr
Permit Replacement	25	0%	25	0%	25	20%	30

Physical Plant Labour Rates

It is University policy to charge university departments and external parties for services provided by other University departments, if the services are provided for activities that are not university business. These charges reflect the current rate averages in the salary ranges plus benefits as negotiated in the agreement between the University and the AUPE.

Recommendation 5:

That effective April 1, 2003, that the charge-out rates for Physical Plant employees be increased to the levels provided in Table V, and the rate adjustments for the years 2004-05 and 2005-06 be approved in principle.

**TABLE V
PHYSICAL PLANT CHARGE-OUT RATES (Per Hour)**

	Actual 2002-03	% Increase	Proposed 2003-04	% Increase	Proposed 2004-05	% Increase	Proposed 2005-06
Security	18.25	5%	19.15	5%	20.10	4%	20.90
Caretaking	16.25	5%	17.05	5%	17.90	4%	18.60
Building Maintenance							
General	18.75	5%	19.65	5%	20.60	4%	21.40
Carpenter	27.75	5%	29.10	5%	30.55	4%	31.75
Painter	24.75	5%	25.95	5%	27.20	4%	28.25
Mechanic	26.25	5%	27.55	5%	28.90	4%	30.05
Locksmith	22.25	5%	23.35	5%	24.50	4%	25.45

Maintenance Foreman	26.50	5%	27.80	5%	29.15	4%	30.30
Utilities							
Trades	28.20	5%	29.60	5%	31.05	4%	32.30
Apprentice	17.50	5%	18.35	5%	19.25	4%	20.00

Motor Vehicle Pool Variable Charges

The Motor Vehicle Pool provides maintenance and repair for University owned vehicles and motorized equipment. All departments using Motor Vehicle Pool equipment pay a monthly fee for major repairs as well as the eventual replacement of the equipment.

Variable charges for vehicles are based on the number of kilometers driven each month. This charge is to recover the cost of gas, oil, minor repairs and insurance as well as the general expenses of the Motor Vehicle Pool. As these costs have increased, it is necessary to adjust the variable charges to reflect this. A three-year projection for these charges is outlined in the table below.

Recommendation 6:

That the MVP charges as provided in Tables VI and VII below for 2003-04 be approved effective April 1, 2003, and the charges for 2004-05 and 2005-06 be approved in principle.

**TABLE VI
VEHICLE CHARGES (Per Hour)**

	Actual 2002-03	% Increase	Proposed 2003-04	% Increase	Proposed 2004-05	% Increase	Proposed 2005-06
Forklift #47	27.50	4%	28.60	4%	29.75	4%	31.00
Tractor #71	10.00	4%	10.40	4%	10.80	4%	11.25
JD Utility Cart #107	6.75	4%	7.00	4%	7.30	4%	7.60
Street Sweeper #114	11.00	4%	11.45	4%	11.90	4%	12.40
JD Tractor #127	13.45	4%	14.00	4%	14.60	4%	15.20
JD Tractor #129	11.00	4%	11.45	4%	11.90	4%	12.40
JD Gator Utility Vehicle #140	6.75	4%	7.00	4%	7.30	4%	7.60
Toro Motor #138	9.50	4%	9.90	4%	10.30	4%	10.70
Daewood Forklift #149	12.00	4%	12.50	4%	13.00	4%	13.50

**TABLE VII
VEHICLE CHARGES (Per Kilometer)**

	Actual 2002-03	% Increase	Proposed 2003-04	% Increase	Proposed 2004-05	% Increase	Proposed 2005-06
Vehicle #91 - Ford ½ Ton	.60	3%	.62	3%	.64	5%	.67
Vehicle #117 - Toyota ½ Ton	.40	5%	.42	5%	.44	5%	.46
Vehicle #118 - Toyota ½ Ton	.40	5%	.42	5%	.44	5%	.46
Vehicle #121 - Dodge One Ton	.60	3%	.62	3%	.64	5%	.67
Vehicle #122 - Dodge One Ton	.60	3%	.62	3%	.64	5%	.67
Vehicle #125 - Ford Tilt Truck	1.44	4%	1.50	4%	1.56	4%	1.62
Vehicle #128 - Ford Ranger	.40	5%	.42	5%	.44	5%	.46
Vehicle #131 - GMC Delivery Van	.60	3%	.62	3%	.64	5%	.67
Vehicle #136 - Ford Aerostar	.40	5%	.42	5%	.44	5%	.46
Vehicle #139 - Chev ½ Ton	.60	3%	.62	3%	.64	5%	.67
Vehicle #140 - GMC ½ Ton	.60	3%	.62	3%	.64	5%	.67
Vehicle #142 - Ford ½ Ton	.60	3%	.62	3%	.64	5%	.67
Vehicle #143 - GMC Safari Van	.40	5%	.42	5%	.44	5%	.46
Vehicle #144 - Ford 1 Ton	.60	3%	.62	3%	.64	5%	.67
Vehicle #145 - Chev 3/4 Ton	.60	3%	.62	3%	.64	5%	.67
Vehicle #146 - Ford 1 Ton	.60	3%	.62	3%	.64	5%	.67
Vehicle #150 - GMC Safari Van	N/A		.42	5%	.44	5%	.46
Vehicle #151 - Chev Venture Van	N/A		.42	5%	.44	5%	.46
Vehicle #152 - Chev Astro Van	N/A		.42	5%	.44	5%	.46

INFORMATION TECHNOLOGY

Telecommunications

Telecommunications began operations as a full cost recovery ancillary operation on April 1, 1998. There are three primary services provided by this operation: telephones, data network and remote access.

The telephone cost increases are projected to continue to track the estimates provided in the Telecommunications Business Plan. The increases are due to projected increases in staff costs and in hardware/software maintenance costs.

Major factors, bandwidth and communications hardware/software costs are impacting the costs to provide the data network service. Although communications hardware costs are decreasing we have experienced increased capacity requirements. The end result is that we get more capacity for the same cost but increased capacity is required.

Recommendation 7:

That effective April 1, 2003, the 2003-04 rental rates for telephone services as provided in Table VIII, the charges for on-campus data network connections as provided in Table IX and the charges for off-campus remote access modem connection as provided in Table X be implemented and the rates for 2004-05 and 2005-06 be approved in principle.

**TABLE VIII
TELEPHONE CHARGES
(Per month)**

	Actual 2002-03	% Increase	Proposed 2003-04	% Increase	Proposed 2004-05	% Increase	Proposed 2005-06
Standard Office Set	22.15	3%	22.80	4%	23.71	0%	23.71
SL-1 Set	33.00	3%	34.00	4%	35.36	0%	35.36
Digital Set	33.00	0%	33.00	4%	34.32	0%	34.32
Residential Service	19.50	3%	20.00	4%	20.80	0%	20.80
Call Waiting	2.75	9%	3.00	4%	3.12	0%	3.12
Voice Mail/Mail Box (Residence Only)	5.00	0%	5.00	4%	5.20	0%	5.20
Moves/adds/changes- regular	10.00	0%	10.00	5%	10.50	0%	10.50
Moves/adds/changes - prime time* (excluding new students)	20.00	0%	20.00	5%	21.00	0%	21.00

*prime time - last week of August to September 15 and first two weeks of January

**TABLE IX
DATA NETWORK CONNECTION CHARGES
(Per Month)**

	Actual 2002-03	% Increase	Proposed 2003-04	% Increase	Proposed 2004-05	% Increase	Proposed 2005-06
10/100 Mb Port	14.00	5%	14.70	4%	15.29	0%	15.29
1000 Mb Port	1,050.00	5%	1,100.00	5%	1,150.00	0%	1,150.00
ATM OC3 Port	290.00	5%	305.00	4%	317.25	0%	317.25

TABLE X
REMOTE ACCESS MODEM CONNECTION CHARGES
(Per Month)

	Actual 2002-03	% Increase	Proposed 2003-04	% Increase	Proposed 2004-05	% Increase	Proposed 2005-06
56K Dial Up	13.00	4%	13.50	4%	14.00	4%	14.50
VPN	13.00	4%	13.50	4%	14.00	4%	14.50

HEALTH CENTRE

Health Centre Physician Fees

For most Health Centre clients, the Alberta Health Care Insurance Plan (AHCIP) or alternate provincial health care insurance plan, provides cost coverage for the physician visit. There are instances where AHCIP or its equivalent does not cover physician visit costs. In these instances, it is necessary to apply appropriate charges. Periodic increases are required to cover projected costs for physician visits that are not covered by a provincial insurance plan.

Recommendation 8:

That the proposed adjustments to the Health Centre Fees for 2003-04, as indicated in Table XI, be approved for implementation September 1, 2003 and the rate adjustments for the years 2004-05 and 2005-06 be approved in principle.

TABLE XI
HEALTH CENTRE PHYSICIAN FEES

	Actual 2002-03	Proposed 2003-04	Proposed 2004-05	Proposed 2005-06
Third Party Medicals - approx. 10 min	*	*	*	*
Third Party Medicals - approx. 25 min	*	*	*	*
Non-insured individuals	*	*	*	*
Requests for copies of medical charts	.10 per page	.15 per page	.20 per page	.20 per page

* costs as per AHCIP billing schedule (rounded to nearest dollar)

INTERNATIONAL CENTRE FOR STUDENTS

Language Centre Program Fees

The Language Centre provides English language courses to Visa students, Landed Immigrants and Canadian citizens on a full-time and part-time basis. Sections are offered in writing, grammar, communication and Canadian culture. The proposed increases in rates are to cover operational cost increases, particularly salary and benefit costs.

Recommendation 9:

That effective April 1, 2003, the proposed fee schedule as provided in Table XII for the Language Centre be adopted for 2003-04 and be approved in principle for the years 2004-05 and 2005-06.

**TABLE XII
LANGUAGE CENTRE FEES**

	Actual 2002-03	% Increase	Proposed 2003-04	% Increase	Proposed 2004-05	% Increase	Proposed 2005-06
Full-time							
Tuition	2,150	7%	2,300	7%	2,450	6%	2,600
Part-time							
Intermediate Level							
Writing	660	7%	705	6%	750	7%	800
Reading	610	7%	655	7%	700	6%	740
Grammar	440	7%	470	6%	500	6%	530
Communication	440	7%	470	6%	500	6%	530
Advanced Level							
Writing	825	7%	880	6%	935	6%	995
Reading	645	7%	690	7%	735	5%	775
Grammar	340	7%	365	7%	390	6%	415
Communication	340	7%	365	7%	390	6%	415
Other							
Application Fee	50	0%	50	0%	50	0%	50
WFU (Writing for University Course)	195	5%	205	5%	215	5%	225
AUWCT (Alberta Universities Writing Competence Test)	60	0%	60	0%	60	0%	60

ANCILLARY OPERATIONS

Locker Rental Rates

The locker rental service provided in the Physical Education Building is run as a cost recovery operation. To recover the cost of the lockers and towel service, particularly the cost of P.E. Facilities Staff, it is proposed that the fees as provided in Table VIII be approved.

Recommendation 10:

That the locker rates for 2003-04 as detailed in Table XIII be approved effective May 1, 2003, and the locker rates for 2004-05 and 2005-06 be approved in principle.

**TABLE XIII
LOCKER RENTAL RATES**

Prices include GST	Actual 2002-03	% Increase	Proposed 2003-04	% Increase	Proposed 2004-05	% Increase	Proposed 2005-06
Lockers with Towel Service							
Half-size, one semester	14.50	3%	15.00	3%	15.50	3%	16.00
Half-size, two semesters	25.75	4%	26.75	4%	27.75	4%	28.75
Half-size, year	38.25	4%	39.75	3%	40.75	3%	42.00
Full size, one semester	19.50	4%	20.25	4%	21.00	4%	21.75
Full size, two semesters	34.00	5%	35.70	3%	36.75	3%	38.00
Full size, year	45.50	5%	47.78	5%	50.25	5%	52.75
Lockers without Towel Service							
One year	14.25	4%	14.75	3%	15.25	3%	15.75

Physical Education Facility Fees

All income received from the rental of the Physical Education Facilities is an offset to Physical Plant operating costs for the maintenance of the buildings, the cost of staff (lifeguards, PE equipment room staff) as well as allowing for a modest provision for equipment replacement and maintenance reserves.

There are no proposed fee increases that will directly affect students. The proposed fee increases will affect swim teams and community user groups and are in keeping with comparable facilities within similar markets. In accordance with the agreement between the City of Lethbridge and the Max Bell Regional Aquatic Centre, public admission rates to the Aquatic Centre will be increased to match the City of Lethbridge rates.

Recommendation 11:

That rental rates for the Physical Education facilities be increased in accordance with Tables XIV (Physical Education Facilities) and XV (Max Bell Regional Aquatic Centre).

In accordance with the agreement regarding public swim admission rates, between the City of Lethbridge and the University, Aquatic Centre public admission rates will be increased to match City rates for 2003-04.

**TABLE XIV
PHYSICAL EDUCATION FACILITIES RENTAL**

Hourly Rental Charges	Actual 2002-03	% Increase	Proposed 2003-04	% Increase	Proposed 2004-05	% Increase	Proposed 2005-06
Fitness Centre	36.25	3%	37.50	3%	38.75	3%	40.00
PE100 Dance Studio	25.00	5%	26.25	4%	27.25	4%	28.25
PE101 Main Gym - 2 court	64.00	5%	67.25	5%	70.75	5%	74.50
PE118 Judo Dojo	20.25	4%	21.00	6%	22.25	6%	23.50
PE200 Gymnastics Gym	24.75	5%	26.00	6%	27.50	5%	29.00
Track Meets	32.25	3%	33.25	3%	34.25	4%	35.50
Track Training	16.50	3%	17.00	4%	17.75	4%	18.50
Soccer Games	32.25	3%	33.25	3%	34.25	4%	35.50
Staff Charge Out Rates (per hour)							
Lifeguard	16.75	4%	17.50	4%	18.25	4%	19.00
Facility Attendant	16.75	4%	17.50	4%	18.25	4%	19.00

**TABLE XV
MAX BELL REGIONAL AQUATIC CENTRE**

Hourly Rental Charges	Actual 2002-03	% Increase	Proposed 2003-04	% Increase	Proposed 2004-05	% Increase	Proposed 2005-06
Public - Whole Pool	96.50	4%	100.50	4%	104.52	4%	108.75
Public - Quarter Pool	34.50	4%	36.00	4%	37.44	4%	39.00
Public - Lane Rate	6.03	4%	6.28	4%	6.53	7%	7.00
Teams - Whole Pool	79.00	5%	83.00	5%	87.15	5%	91.51
Teams - Quarter Pool	34.50	0%	34.50	4%	35.88	5%	37.67
Teams - Lane Rate	5.00	4%	5.20	6%	5.51	5%	5.79
Commercial Group	193.00	4%	200.75	4%	209.00	4%	217.50
Swim Meets	115.00	4%	119.75	4%	124.75	4%	129.75
Non-Regional Teams	107.75	4%	112.25	4%	116.75	4%	121.50

Recommendation 12:

That the pool passes for community users provided in Table XVI be increased April 1, 2003 for 2003-04 and be approved in principle for 2004-05 and 2005-06.

**TABLE XVI
POOL PASS**

	Actual 2002-03	% Increase	Proposed 2003-04	% Increase	Proposed 2004-05	% Increase	Proposed 2005-06
One month adult pass	21.50	6%	22.75	6%	24.00	5%	25.25
Three month adult pass	46.75	20%	56.25	10%	62.00	5%	65.25
Six month adult pass	83.00	25%	103.75	15%	119.31	5%	125.50
7 week child/youth summer pass	22.50	6%	23.75	5%	25.00	5%	26.25

Athletics and Recreation Service Fee

Athletics and Recreation Services became ancillary operations April 1, 1994. ARS fees currently provide the funds required to operate the Recreation Services Program, the Athletics Program and to maintain Physical Education Facilities. ARS fees combine with the university subsidy and revenues generated from marketing and advertising, programs and team fund raising support the basic operating cost of the Recreation Services and the Athletics Programs. The operating costs for these two units have been significantly reduced over the past two years by cutting positions and other expenditures. However, to maintain the quality and integrity of Athletics and enhance Recreation Services programming to meet the needs of the increasing student body the following increases are being proposed.

Athletics and Recreation Services provides two different membership options. The Full Privilege A.R.S. pass provides access to all facilities as well as aerobic/aqua fit, reduced fees for youth and adult programs and family privileges at Max Bell Regional Aquatic Centre and City of Lethbridge swimming pools. The Facility Pass provides access to University facilities, open recreation and equipment.

Recommendation 13:

That effective April 1, 2003 that the fee increases for 2003-04 as indicated in Tables XVII and XVIII be approved and that the increases for 2004-05 and 2005-06 be approved in principle.

**TABLE XVII
FULL PRIVILEGE A.R.S.**

Prices include GST	Actual 2002-03	% Increase	Proposed 2003-04	% Increase	Proposed 2004-05	% Increase	Proposed 2005-06
Semester Pass							
Student-Full-time (mandatory)	54.50	4%	56.50	2%	57.75	3%	59.50
-Part-time (mandatory)	27.25	4%	28.25	3%	29.00	3%	29.75
Faculty and Staff	75.75	3%	78.00	3%	80.25	3%	82.75
High School	93.50	3%	96.50	3%	99.50	3%	102.50
Alumni	93.50*	3%	96.50*	3%	96.50*	3%	99.50*
Community Users	134.00*	3%	138.00*	3%	142.00*	3%	146.25*
Monthly Pass							
Student**	16.75	2%	17.00	3%	17.50	3%	18.00
Faculty and Staff	22.00	3%	22.75	3%	23.50	3%	24.25
Alumni	26.50*	4%	27.50*	3%	28.25*	3%	29.00*
Community Users	36.50*	3%	37.50*	3%	38.50*	3%	39.50*
Annual Pass							
Faculty and Staff	204.75	3%	211.00	3%	217.25	3%	223.75
Alumni	252.50*	3%	260.25*	3%	267.25*	3%	274.50*
Community Users	362.00*	3%	372.00*	2%	379.25*	2%	386.75*

* includes parking; ** only available in the summer

**TABLE XVIII
FACILITY PASS**

Prices include GST	Actual 2002-03	% Increase	Proposed 2003-04	% Increase	Proposed 2004-05	% Increase	Proposed 2005-06
Semester Pass							
Faculty and Staff	55.50	4%	57.75	4%	60.00	4%	62.50
Alumni	73.75*	4%	76.50*	4%	79.25*	3%	82.00*
Community Users	110.25*	4%	114.50*	4%	118.75*	4%	123.00*
High School Student	73.75	4%	76.50	4%	79.25	3%	82.00
Monthly Pass							
Faculty and Staff	17.00	4%	17.75	4%	18.50	4%	19.25
Alumni	21.75*	3%	22.50*	3%	23.25*	3%	24.00*
Community Users	31.50*	3%	32.50*	3%	33.50*	3%	34.50*
High School Student	21.75	3%	22.50	3%	23.25	3%	24.00
Annual Pass							
Faculty and Staff	149.25	5%	156.75	5%	164.50	5%	172.82
Alumni	199.75*	4%	208.50*	4%	217.25*	4%	226.50*
Community Users	298.00*	5%	311.50*	5%	325.50*	5%	340.25*
Daily User Fee	5.00	20%	6.00	0%	6.00	0%	6.00

*includes parking

Intramural Team Facility Charge

In January 1999, Recreation Services began levying a non-refundable charge to individuals and teams that choose to participate in organized intramural sports through Recreation Services. This charge covers the costs associated with the lease of additional off-campus facilities which allows for more intramural participants and more game time. This charge is not assessed to non-intramural participants.

Moving floor hockey off-campus has significantly increased the cost of delivering the intramural program. In addition to the increased hours required at the Lethbridge Soccer Centre due to moving floor hockey over to this facility, additional hours are required to deal with the increased registration to all participants. To make this increase feasible for students we will be incorporating the fee increase over two years.

Recommendation 14:

That effective April 1, 2003 that the fee increases for 2003-04 as indicated in Tables XIX be approved and that the increases for 2004-05 and 2005-06 be approved in principle.

**TABLE XIX
INTRAMURAL TEAM FACILITY CHARGE
(Per sport /Per semester)**

	Actual 2002-03	% Increase	Proposed 2003-04	% Increase	Proposed 2004-05	% Increase	Proposed 2005-06
Team Charge	75.00	44%	108.00	40%	150.00	3%	155.00

Dormitory Residence Dining Plan Fee

For the three years under review, it is proposed that the Residence Dining Plan fee be increased by approximately two percent each year to cover the inflationary increases in food prices. Appendix A indicates the current charges and the anticipated increases for the three years under review.

Recommendation 15:

That the Dormitory Residence Dining Plan fees for 2003-2004 be increased, effective July 1, 2003, as proposed in Table XX (attached) and the fees for 2004-05 and 2005-06 be approved in principle.

Housing Services Rental Rates

The Board of Governors policy on rental rates and fees approved in February 1990, requires that revenues should be sufficient to cover all normal operating costs including salaries, maintenance, equipment and furnishings replacement, building and renovation reserves and mortgage costs. There is a proposed average increase 4.0% for apartments and 5.0%for townhouses for 2003-04 and a 4% increase for all units for 2004-05 and a 3% increase for all units for 2005-06. Appendix B indicates the current charges as well as the anticipated increases.

Recommendation 16:

That the proposed adjustments to rental rates for the 2003-04 year as indicated in Table XXI be approved effective September 1, 2003 and the rate adjustments for 2004-05 and 2005-06 be approved in principle.

APPENDIX A

RESIDENCE DINING PLAN PROPOSED FEES

**The University of Lethbridge
Residence Dining Plan
3-Year Projection**

8 month contract GST Exempt	Current 2002-2003	Bonus \$	Proposed 2003-2004	Bonus \$	% Increase 2003-2004	Projected Increase 2004-2005	Projected Increase 2005-2006
Three - tier Plan:							
Commuter (Small) Plan	\$1,784	\$0	\$1,820	\$0	2%	2%	2%
Residence Medium Plan	\$2,252	\$68	\$2,297	\$69	2%	2%	2%
Large Plan	\$2,296	\$115	\$2,342	\$117	2%	2%	2%
Projected # of plans:	210		210				
Heather Mirau October, 2002	Bonus dollars are extra spending dollars provided to students buying the Residence and Large plans.						

Residence Dining Plan Proposed Fees 2003-2004

Dining plan 8 month contract GST Exempt	University of Lethbridge				University of Calgary			University of Alberta (Lister Hall)				
	Current 2002-03 \$	Bonus %	Proposed 2002-2003 \$	Bonus %	Bonus \$	% Increase	Current 2002-03 \$	Bonus %	Proposed 2003-2004 \$	Current 2002-03 \$	Bonus %	Proposed 2003-2004 \$
Three - tier Plan:												
Commuter (Small) Plan	\$1,784	0%	\$1,820	0%	\$0.00	2%	\$1,935	0%	Data not available at this time	\$1,600 **	0%	Data not available at this time
Residence Plan	\$2,252	3%	\$2,297	3%	\$69	2%	\$2,085	0%	\$1,800	\$1,800	0%	\$2,000
Large Plan "Plan D"	\$2,296	5%	\$2,342	5%	\$117	2%	\$2,450	0%	\$2,000	\$2,000	0%	\$2,200
Projected # of plans:	210		210				700		1,150	1,150		0
Administration Fee for Refunds/Cancellations	\$40		\$40				\$40		0	0		0
Comments:	<p>The proposed increases are to maintain student purchasing power to offset increased inflation in retail prices. The commuter plan works out to \$8.66/day for 3 meals and snacks based on 210 days.</p> <p>Refunds are provided to a minimum of the Commuter Plan. Some arrangements can be made for vegans, and all plans are prorated for students withdrawing from the University, or for those participating in professional semesters.</p> <p>All students living in the University Dormitory Residence are required to participate in a dining plan (summer session excluded). The dining plan is required to provide students with a variety of food choices as there are not enough cooking facilities in the dormitory for all of the students, as well there is insufficient ventilation and sprinkling systems.</p> <p>The students sign an 8-month contract, similar to the Housing contract, and pay installments in Sept. and January. This keeps their out-of-pocket expenses to a minimum. All three plans are GST free.</p> <p>* Bonus dollars are extra spending dollars provided to students buying the Residence and Large plans.</p> <p>Residence dining plans may only be used to purchase food at University operated outlets.</p>											
Heather Mirau October, 2002	<p>The Dining Plan is compulsory for all years in traditional Residences.</p> <p>The U of C now has the two installment payments (Sept. & Jan.) on the contract.</p> <p>Refunds are provided to the level of the minimum plan.</p> <p>No decisions as to 2003-04 rates yet.</p> <p>Each plan includes \$100 to be spent in the Convenience Store.</p> <p>The Dining Plan is compulsory for all years in traditional Residences.</p> <p>The U of A requires students to buy into an 8 month contract in Sept. of each year. Some arrangements can be made.</p> <p>Refunds are only provided to a minimum commitment.</p> <p>** The small plan is only available to returning students. New residence students must buy the medium or large plans.</p> <p>No decisions as to 2003-04 rates yet.</p>											

APPENDIX B
PROPOSED HOUSING RATES

Proposed Housing Rates 2003-2004

Recommendation

Rationale

1) Increase rents by an average of 4.23% for a net effect of 2.97% due to rental guarantee. The rental guarantee is mostly affected by townhomes which are being phased out (grandfathered in 2001-2002). These rates are effective Sept. 1/2003 for single students and July 1/2003 for townhome residents.

- Inflation on supplies and contracts is estimated to be 2%.
- Utility costs are an ongoing concern - see utility surcharge item
- The local market rentals will likely change in the next three to six months, if increase of utility costs, while our proposed rental rates remain in effect.
- Annual employee increments and benefit increases also indicate a need for rent increases.
- Decreased summer enrollment continues to impact capture rates for summer occupancy
- 12 Months of operating expenses are funded competitively within the 8 month academic year.
- Rental comparisons have been completed in Sept/02.
- Repair and maintenance items will increase as the Aperture Residential Park buildings increase in age, and are currently underfunded.
- Reflects value added services in Campus Housing compared to the local market.
- It is difficult to maintain competitive rates within the market given the volatility of the utility costs and the fact that the University sets their rental rates one year in advance of the market.

2) All other fees to remain at the 2002-2003 level.

- Remaining fees are comparable to market rates and do not require adjustment.

Housing Services
October, 2002

**PROPOSED RESIDENCE RATES
FOR THE RESIDENCE YEARS 2003-2006**

MONTHLY RENTAL RATES:	2002-2003 PRESENT FEE	2003-2004 PROPOSED FEE	2004-2005 PROPOSED FEE	2005-2006% PROPOSED FEE	# ROOMS
DORMITORY (Per person per month - based on 8 months)					
Double Rooms	\$194	4.00% \$202	4.00% \$210	3.00% \$216	92
Single Rooms	\$280	\$291	\$303	\$312	1
Suite Single Rooms	\$292	\$304	\$316	\$326	79
Large Single Rooms	\$319	\$332	\$345	\$356	26
Suite Large Single Rooms	\$331	\$344	\$358	\$368	16
Total Dormitory Beds					214
APARTMENTS (Per person per month - based on 9.5 months)					
1 - Bedroom Apartment	\$617	4.00% \$642	4.00% \$668	3.00% \$688	16
2 - Bedroom Apartment	\$396	\$412	\$428	\$441	102
4 - Bedroom Apartment	\$371	\$386	\$401	\$413	120
Total Apartment Beds					238
TOWNHOMES (Per unit per month - based on 12 months)					
1 - Bedroom Unit	\$562	5.00% \$620	4.00% \$645	3.00% \$664	2
2 - Bedroom Unit	\$600	\$661	\$687	\$708	43
3 - Bedroom Unit	\$675	\$744	\$774	\$797	6
2 - Bedroom Furnished Unit	\$745	\$822	\$855	\$881	1
Total Townhome Units					52
Total Rental Income Potential					
	\$1,719,355	\$1,787,802	\$1,859,314	\$1,915,094	
Less: Allowance for Rental Guarantee.	\$21,836	\$12,128	\$6,000	\$6,000	
Actual Rental Revenue Anticipated	\$1,697,519	\$1,775,674	\$1,853,314	\$1,909,094	

MONTHLY RENTAL RATES:	2002-2003	2003-2004	Average 4.23% INCREASE	# ROOMS	2004-2005	FINANCIAL	2002-2003
	PRESENT FEE	PROPOSED FEE			TOTAL REVENUE	IMPACT AT 0.00%	REVENUE AT 5.01%

DORMITORY (Per person per month - based on 8 months)							
Double Rooms	\$194	202	\$7.76	92	\$142,784	\$5,711	\$148,495
Single Rooms	\$280	291	\$11.20	1	\$2,240	\$90	\$2,330
Suite Single Rooms	\$292	304	\$11.68	79	\$184,544	\$7,382	\$191,926
Large Single Rooms	\$319	332	\$12.76	26	\$66,352	\$2,654	\$69,006
Suite Large Single Rooms	\$331	344	\$13.24	16	\$42,368	\$1,695	\$44,063
	Total Dormitory Revenue				\$438,288	\$17,532	\$455,820

APARTMENTS (Per person per month - based on 9.5 months)							
1 - Bedroom Apartment	\$617	\$642	\$24.68	16	\$93,784	\$3,751	\$97,535
2 - Bedroom Apartment	\$396	\$412	\$15.84	102	\$383,724	\$15,349	\$399,073
4 - Bedroom Apartment	\$371	\$386	\$14.84	120	\$422,940	\$16,918	\$439,858
	Total Apartment Revenue				\$900,448	\$36,018	\$936,466

TOWNHOMES (Per unit per month - based on 12 months)							
1 - Bedroom Unit	\$590	\$620	\$29.50	2	\$14,160	\$708	\$14,868
2 - Bedroom Unit	\$630	\$662	\$31.50	43	\$325,080	\$16,254	\$341,334
3 - Bedroom Unit	\$709	\$744	\$35.45	6	\$51,048	\$2,552	\$53,600
2 - Bedroom Furnished Unit	\$783	\$822	\$39.15	1	\$9,396	\$470	\$9,866
	Total Townhome Revenue				\$399,684	\$19,984	\$419,668

Total Rental Income Potential from 4.23% Increase 4.23% \$73,534
 Less: Allowance for Rental Guarantee Based on actual exp. 1.26% \$21,836
Actual Revenue Decrease/Increase Anticipated 2.97% \$51,698
 Plus: Rental Revenue without Increase \$1,738,420
 Total Rental Revenue Anticipated \$1,790,118

Plus: Miscellaneous Revenue From Previous Page \$82,075
 Total Revenue \$1,872,193
 Variance \$51,698

Note: While rates shown are monthly, single student housing is contracted on a semester basis only.
 Security deposits of \$200 for single housing and one month rent for townhomes are also processed.
 As students will receive interest on their security deposit, no financial impact has been calculated.

**NOTES ACCOMPANYING
THE PROPOSED RESIDENCE RATES
FOR THE RESIDENCE YEAR 2003-2004**

Miscellaneous Rates and Charges

1 APPLICATION FEE: This fee is assessed to cover the cost of processing the application and communication with the applicant.
No Change Proposed

U. of L. \$45.00 U. of C. = \$ 30.00
U. of A. = \$150.00 = Security deposit after move-in
L.C.C. = \$100.00 = Security deposit after move-in

2 ADVANCE PAYMENTS: These fees are set to dissuade students who are not serious about living on campus, but apply for (and accept) accommodation, only to cancel later in the process, when something "else" comes up. The advance payments are credited towards the student's room charges or security deposit account upon arrival and check-in, and represent no additional expenses except upon cancellation.
No Change Proposed

U. of L. \$300.00 U. of C. = \$450.00
U. of A. = equal to 1st month's rent
L.C.C. = pay semester fees 30 prior to arrival

3 CANCELLATION FEES: Cancellations after the offer and room allocation will cause additional work and expenses as all assignments are reversed and replacements must be found. No changes are proposed to the existing schedule of charges.
No Change Proposed

The following schedule outlines when payments are received and penalties are imposed:

Student Applies:	\$145.00 Paid - \$45 Application Fee and 1st Advance Payment of \$100		
Student Accepts Offer:	\$200.00 Confirmation Deposit Paid - 2nd Advance Payment		
Cancellation of Accepted Offer:			
Admission Declined by Registrar at Any Time	Charge \$45.00		Refund \$300
Cancellation Before July 1st	Charge \$220		Refund \$125
Before July 15th	Charge \$245		Refund \$100
Before August 1st	Charge \$295		Refund \$ 50
On or After August 15th	Charge \$345		No Refund

All Universities and Colleges polled charge all or part of the confirmation deposits upon cancellation.

4 KEY REPLACEMENT OR COMBINATION CHANGE: This fee is intended as both a deterrent and to recover costs. The keying system used at U. of C. requires up to 4 locks to be re-coded as the result of lost keys, resulting in a much higher cost for them. Our charge would be assessed on a "per lock changed" basis.
No Change Proposed

U. of L. = \$30.00 ea. U. of C. = \$60.00
U. of A. = \$50.00
L.C.C. = \$75.00

5 ROOM CHANGE FEE: This charge is to recognize the additional administrative cost of processing student initiated room change requests. It would not be assessed to changing rooms at the request of Housing Services.
No Change Proposed

U. of L. = \$30.00 U. of C. = \$50.00
U. of A. = \$25.00
L.C.C. = \$0.00

6 CONTRACT TERMINATION FEE: This charge is directed at students who commit to an occupancy contract, but break the terms of their agreement and leave residence. It is intended to recover the costs of trying to secure mid-term replacement tenants.
No Change Proposed

U. of L. = \$200.00 U. of C. = \$50.00 with full month notice + \$40 admin charge
U. of A. = 1/2 mth with 1 month's notice, - no notice is per diem rate +one month
 - \$300 + one month's rent unless re-rented for the Apartments
L.C.C. = Less than 30 days charged \$100.00

7 MAIL BOX RENTAL: The charge of this service will more closely approximate the Canada Post charge (\$56.00 + GST), and provides extra revenue to off-set the cost of sorting resident's mail. Other residences do not have the capacity or the capability to offer this service.
 No Change Proposed
 U. of L. = \$5.00 per month /\$60.00 Per Year (charged to non-residents and extra mailboxes only)

8 DAMAGE RECOVERY: This charge is to compensate for the administrative time used to prepare student charges. The 10% mark-up is charged on all repairs where the individual has not voluntarily accepted responsibility. If we have to "go hunting" for the perpetrator, we assess the mark-up to cover the additional administrative costs.
 No Change Proposed

9 PARKING CHARGES: As per Campus Parking rates
 U. of C. plug = \$256.80/8 mo. (32.10/mo.-single student only)
 U. of A. plug = \$55.00/mo.
 L.C.C. plug = \$55.00/ semester)

10 SECURITY DEPOSIT: This fee is designed to cover damage, cleaning and termination charges should a student leave residence with an outstanding balance. This must be sufficient to cover cancellation costs should a student leave before their lease expires. This deposit will reduce receivables and bad debt expenses.
 No Change Proposed

Single Students		Family Housing	
U. of L. = \$200.00	U. of C. = n/c	U. of L. = month rent	U. of C. = month rent
	U. of A. = \$150.00	U. of A. = \$150.00	
	L.C.C. = \$100.00	L.C.C. = \$100.00	

11 O.R.S. Fees This fee is set by the Organization of Residence Students under their constitution and covers a portion of the residence life programming that is undertaken in the community. It is included here because the University collects the fee from all student residents on behalf of O.R.S. This fee does not create revenue for the Housing Services but for the O.R.S.
 No Change Proposed
 U. of L. = \$35.00 per semester

12 Utility Surcharge This fee is required to offset any significant and unforeseen utility rates. Three months notice will be given prior to implementing, increasing, or decreasing the Utility Surcharge. Only direct costs will be passed on to the student.
 No Change Proposed

13 Rent Guarantee Students living in Campus Housing on continuous 12-month terms will be guaranteed the initial rental rate for the full time they are living in the initial room. Transfer to a new style of accommodation will break the guarantee, however it will start again in the new location. This guarantee will exclude such utilities as telephones and internet access but will allow for the Utility Surcharge to be applied. This guarantee will apply to single students, and has been Grandfathered to Townhome leases that were signed prior to July 1, 2001.
 No Change Proposed

RENTAL RATES: (per person)

Comparative rates for other institutions are shown at 2002-2003 values. While all the institutions polled indicated an intention to increase rents, the amounts have not been established. U of L rates have been converted to monthly for comparison purposes.

DORMITORY The proposed increase considers escalations in wages and utilities, and the need to bring revenue in line with our cost experiences.

U. of L. proposed	\$202.00 (double)	\$291.00 (single)	\$344 .00 (suite large single)
U. of C. - current	\$181.88 (double)		\$315.63 (large single)
U. of A. - current	\$219.00 (double)		\$359.00 (large single)
L.C.C. - current	has no dormitory facilities		

APARTMENTS The proposed increase considers escalations in wages and utilities, and the need to bring revenue in line with our cost experiences.

U. of L. proposed	\$642.00 (1-bdrm)	\$412.00 (2-bdrm)	\$386.00 (4-bdrm)
U. of C. (phase 3) - current	\$631.88 (1-bdrm)	\$465.75 (2-bdrm)	\$478.13 (4-bdrm)
U. of C. (phase 4) - current	n/a	\$486.25 (2-bdrm)	\$457.75 (2-bdrm)
U. of A. (unfurnished) - current	\$628.00 (1-bdrm)	\$364.00 (2-bdrm)	\$314.00 (4-bdrm)
L.C.C. - current	n/a	\$350.00 (2-bdrm)	\$380.00 (new 4-bdrm units)

TOWNHOMES

The proposed increase considers escalations in wages and utilities, and the need to bring rents closer to our local market rates.

U of L. proposed	\$620.00 (1-bdrm)¹	\$662.00 (2-bdrm)²	\$744.00 (3-bdrm)¹
U. of C. - current	\$635.00 (1-bdrm)	\$670.00 (2-bdrm)	\$695.00 (3-bdrm)
U. of A. - current	n/a	\$533-583.00 (2-bdrm)	\$667-707 (3-bdrm)
L.C.C. - current	n/a	\$572.00 (2-bdrm)	n/a

¹ Includes in suite laundry and satellite television

² Includes satellite television

Housing Services
2002-10-04

**PROPOSED RESIDENCE RATES
FOR THE RESIDENCE YEAR 2003-2004**

MISCELLANEOUS FEES AND CHARGES	PRESENT FEE	PROPOSED FEE	\$ INCREASE	% INCREASE	# AFFECTED	FINANCIAL IMPACT OF CHANGE	TOTAL REVENUE	
1. Application Fee	\$45.00	\$45.00	\$0.00	0%	900	\$0.00	\$40,500	
2. Advance Payments (applied to rent) Due on receipt of application	\$100.00	\$100.00	\$0.00	0%	800	\$0.00	Applied	
Due on accepting offer of accommodation	\$200.00	\$200.00	\$0.00	0%	800	\$0.00	To Rent	
3. Cancellation Fee								
Inadmissible or waitlisted Sept. 1	n/c	n/c		0%	100	\$0.00	\$0	
Before Offer of Accommodation	\$100.00	\$100.00	\$0.00	0%	25	\$0.00	\$2,500	
After Acceptance (but before July 1)	\$220.00	\$220.00	\$0.00	0%	50	\$0.00	\$11,000	
After Acceptance (but before July 15)	\$245.00	\$245.00	\$0.00	0%	50	\$0.00	\$12,250	
After Acceptance (but before August 1)	\$295.00	\$295.00	\$0.00	0%	25	\$0.00	\$7,375	
After Acceptance (on or after August 15)	\$300.00	\$300.00	\$0.00	0%	10	\$0.00	\$3,000	
4. Key Replacement Fee	\$30.00	\$30.00	\$0.00	0%	15	\$0.00	\$450	
5. Room Change Request Fee	\$30.00	\$30.00	\$0.00	0%	20	\$0.00	\$600	
6. Contract Termination Fee	\$200.00	\$200.00	\$0.00	0%	10	\$0.00	\$2,000	
7. Mail Box Rental Fee	\$60.00	\$60.00	\$0.00	0%	20	\$0.00	\$1,200	
8. Damage Recovery Mark-Up	\$10 + 10%	\$10 + 10%		0%	80	\$0.00	\$1,200	
9. Organization of Residence Students Fee	\$35.00	\$35.00	\$0.00	0%	504	\$0.00	\$0	
Total Miscellaneous Fees and Charges							\$0.00	\$82,075

Rental Comparisons with Market to U of L**Market to U of L with values - 1 Bedroom Units - Single Housing**

Values used

High speed Internet	40	Water and Heat	70
Cable or Satellite	19	Sewage and Garbage	5
Furnishings and Linen	45	Electricity	45
Bussing/Gas Required	42	Dishwasher	20
24 Hour Security	10	Air Conditioning	20
1 plug-in parking stall	26	Washer/Dryer	15

2002-2003 Housing Fee Comparisons

1-Bedroom Apartments

Description	Proposed	Berkley Square	Hillhurst Towers	Princeton Place	Scenic Heights	Broadstreet Properties
	U of L 1 bdrm. Apt.					
Security Deposit	\$200	\$500	\$590	\$565	\$500	\$400
Monthly Rent	642	550	590	565	500	600
Utilities						
Water and Heat	y	y	y	y	y	y
Electricity	y	y	50	50	50	y
Air Conditioning	n	n	n	n	n	n
Sewage/Garbage	y	y	5	5	5	y
High Speed Internet	13	40	40	40	40	40
Cable/Satellite	y	19	19	19	19	19
Furniture	y	45	45	45	45	45
Linen	y	1	1	1	1	1
Appliances						
Fridge & Stove	y	y	y	y	y	y
Dishwasher	n	-20	-20	n	n	-20
Washer/Dryer	n	n	n	-15	n	-15
Children Permitted	n	y	n	y	y	y
Parking	n	-26	-26	-26	-26	-26
Pets	n	n	n	n	n	n
Capacity	16	11	50	54	63	139
Required Lease/Term	4 mos(sem)	1 year	1 yr /\$300	mon to mon	mon to mon	mon to mon
24 Hour Security	0	10	10	10	10	10
Bussing Required	0	0	0	42	42	42
Application Fee (once only, not mthly)	45	0	0	0	0	0
Window Coverings	0	0	0	0	0	0
True Total Cost	\$655	\$619	\$714	\$736	\$685	\$695
8 mos. Commitment	\$5,485	\$5,852	\$6,702	\$6,853	\$6,380	\$6,360

Assumed \$100 charge for summer months which is very conservative; e.g. Berkeley Sq. charges \$250/mo.

after one full year's lease. It is unknown at this time if all properties provide the storage charge.

Many private properties charge a holding fee in the summer to secure the suite for September rental.

The University does not.

Notes:

- U of L residence offers a convenience factor which cannot be compared to any other property.
 - Access to on-campus food services
 - Access to 24 hour computer lab
 - Access to on-campus library
 - Quick access to classes
 - On-campus access to P.E. facilities including Olympic sized swimming pool
 - on-campus world class art gallery teaching facility
 - Study rooms, work-out rooms, TV rooms
 - Laundry facilities on each floor of the apartments
 - No cost to move or rent furniture, just pack a suitcase
 - No worry if roommate moves out, still charged a per bed rate
- ORS student support and social programs, provides a partnership in managing your living space
- Housing offers community living programs
- Housing provides special interest groups; ie. hiking, swimming, etc.
- One fee payable to one service provider covers all of the services and amenities for on-campus Housing.
- One semester lease is actually prorated to move-out date.
- An application fee is required as Housing does the matching between students who do not know each other. Private properties do not provide this service, nor care, as they charge per suite, not bed.
- The Residence is designed with elevators for physically challenged individuals.
- The above only accounts for those students taking the bus from off-campus. Those students driving a car would also need to purchase a U of L parking pass and pay for gas.
- Most private properties are older than the university apartments, however the private properties are usually bigger in sq. footage

Rental Comparisons with Market to U of L

Market to U of L with values - 2 Bedroom Units			
Values used			
Furnishings and Linen	65	Water and Heat	70
High speed internet	40	Electricity	50
Cable or Satellite	19	Sewage and Garbage	5
Bussing/Gas Required	42	Dishwasher	20
24 Hour Security	10	Air Conditioning	20
1 plug-in parking stall	26	Washer/Dryer	30

2002-2003 Housing Fee Comparisons**2-Bedroom Apartments**

Description	Proposed	Berkley	Hillhurst	Princeton	Scenic	Westwinds	Westridge	Woodsmere	Broadstreet
	U of L 2 bdrm. Apt.	Square	Towers	Place	Heights			Manor	Properties
Security Deposit	\$200	\$500	\$690	\$695	\$615	\$400	400	725	400
Monthly Rent	824	625	690	695	615	495	574	725	750
Utilities									
Water and Heat	y	y	y	y	y	y	y	y	y
Electricity	y	y	50	50	50	50	50	50	y
Air Conditioning	n	n	n	n	n	-20	-20	n	n
Sewage/Garbage	y	y	5	y	y	y	y	y	y
Cable/Satellite	y	19	19	19	19	19	19	19	19
Internet	13	40	40	40	40	40	40	40	40
Furniture	y	64	64	64	64	64	64	64	64
Linen Service	y	1	1	1	1	1	1	1	1
Appliances									
Fridge & Stove	y	y	y	y	y	y	y	y	y
Dishwasher	n	-20	-20	n	n	-20	-20	n	-20
Washer/Dryer	n	n	n	n	n	-30	-30	-30	-30
Children Permitted	n	min 21	min19	y	min 18	y	y	y	y
Parking	n	-26	-26	-26	-26	-26	-26	-26	-26
Pets	n	n	n	n	n	n	n	n	n
Capacity	102	96	122	70	171	157	157	70	70
Required Lease/Term	4 mos(sem)	1 year	1 year/\$300	mon-to-mon	mon-to-mon	9 mo	12 mon	6 mon	6 mos
24 Hour Security	0	10	10	10	10	10	10	10	10
Bussing Required	0	0	0	42	42	42	42	42	42
Application Fee (one-time only not monthly)	45	0	0	0	0	0	0	0	0
Window Coverings	0	0	0	0	0	0	0	0	0
True Total Cost	\$837	\$713	\$833	\$895	\$815	\$625	\$704	\$895	\$850
8 mos. Commitment	\$6,941	\$6,604	\$7,754	\$8,255	\$7,535	\$5,800	\$8,848	\$8,285	\$7,600

Assumed \$100 charge for summer months which is very conservative; e.g. Berkley Sq. charges \$250/mo. Westridge charges \$375.00 mo. after one full year's lease. It is unknown at this time if all properties provide the storage charge. If one student stays for the summer, they would have to pay for the entire suite. Many private properties charge a holding fee in the summer to secure the suite for September rental. The University does not.

Notes:

- U of L residence offers a convenience factor which cannot be compared to any other property.
 - Access to on-campus food services
 - Access to 24 hour computer lab
 - Access to on-campus library
 - Quick access to classes
 - On-campus access to P.E. facilities including Olympic sized swimming pool
 - on-campus world class art gallery teaching facility
 - Study rooms, work-out rooms, TV rooms
 - Laundry facilities on each floor of the apartments
 - No cost to move or rent furniture, just pack a suitcase
 - No worry if roommate moves out, still charged a per bed rate
- ORS student support and social programs, provides a partnership in managing your living space
- Housing offers community living programs
- Housing provides special interest groups; ie. hiking, swimming, etc.
- One fee payable to one service provider covers all of the services and amenities for on-campus Housing.
- One semester lease is actually prorated to move-out date.
- An application fee is required as Housing does the matching between students who do not know each other. Private properties do not provide this service, nor care, as they charge per suite, not bed.
- The Residence is designed with elevators for physically challenged individuals.
- The above only accounts for those students taking the bus from off-campus. Those students driving a car would also need to purchase a U of L parking pass and pay for gas.
- Most private properties are older than the university apartments, however the private properties are usually bigger in sq. footage

Rental Comparisons with Market to U of L

Market to U of L with values - 2 Bedroom Townhomes

Values used

		Water and Heat	70
Cable or Satellite	19	Sewage and Garbage	5
High Speed Internet	40	Electricity	50
Bussing/Gas Required	42	Dishwasher	20
24 Hour Security	10	Air Conditioning	20
1 plug-in parking stall	26	Washer/Dryer	30

2001-2003 Housing Fee Comparisons

2-Bedroom Townhomes

Description	Proposed U of L 2 bdrm. TH	West River Heights	Courts of Columbia	Broadstreet Properties	Lethbridge Hsg Auth	
Security Deposit	630	525	550	800	250	
Monthly Rent	\$662	525	550	800	140	*30% of Gross income, if student, rates will vary by situation
Utilities						
Water and Heat	y	70	70	70	70	
Electricity	y	50	50	50	50	
Air Conditioning	n	n	n	n	n	
Sewage/Garbage	y	5	5	5	5	
High Speed Internet	13	40	40	40	40	
Cable/Satellite	y	19	19	19	19	
Furniture	n	n	n	n	n	
Linen Service	n	n	n	n	n	
Appliances						
Fridge & Stove	y	y	y	y	y	
Dishwasher	n	no	n	-20	n	
Washer/Dryer	n	n	n	-30	n	
Children Permitted	y	y	n	y	y	
Parking	n	-26	-26	-26	-26	
Pets	n	n	n	n	n	
Required Lease/Term	1 year	6 Months	1 year	6 mons	Need Basis	
24 Hour Security	0	10	10	10	10	
Bussing Required	0	0	42	42	42	
Application Fee (one-time only, not mthly)	45	0	0	0	0	
True Total Cost	\$675	683	760	960	350	
12 mos. Commitment	8775	8721	9670	12320	4450	

Notes:

- 1) U of L residence offers a convenience factor which cannot be compared to any other property.
 - Access to on-campus food services
 - Access to 24 hour computer lab
 - Access to on-campus library
 - Quick access to classes
 - On-campus access to P.E. facilities including Olympic sized swimming pool
 - on-campus world class art gallery teaching facility
 - Study rooms, work-out rooms, TV rooms
 - Laundry facilities in each Townhome Building
- 2) ORS student support and social programs, provides a partnership in managing your living space
- 3) Housing offers community living programs
- 4) Housing provides special interest groups; ie. hiking, swimming, etc.
- 5) One fee payable to one service provider covers all of the services and amenities for on-campus Housing.
- 6) The above only accounts for those students taking the bus from off-campus. Those students driving a car would also need to purchase a U of L parking pass and pay for gas.
- 7) Most private properties are older than the university apartments, however the private properties are usually bigger in sq. footage

Heather Mirau 1996-05-29: Updated Housing Services 2002-10-04

Rental Comparisons with Market to U of L

Market to U of L with values - 3 Bedroom Townhomes			
Values used			
			Water and Heat 70
Cable or Satellite	19		Sewage and Garbage 5
High Speed Internet	40		Electricity 50
Bussing/Gas Required	38		Dishwasher 20
24 Hour Security	10		Air Conditioning 20
1 plug-in parking stall	26		Washer/Dryer 30

2002-2003 Housing Fee Comparisons

3-Bedroom Townhomes

Description	Proposed U of L 3 Bdrm. TH	Courts of Columbia	West River Heights	Broadstreet Properties	Woodsmere Place	Lethbridge Hsg Auth	
Security Deposit	709	650	550	850	785	250	
Monthly Rent	744	650	550	850	785	140	*30% of gross income, if student, rates will vary by situation
Utilities							
Water and Heat	y	40	40	40	y	40	
Electricity	y	50	50	50	50	50	
Air Conditioning	n	n	n	n	-20	n	
Sewage/Garbage	y	5	5	5	5	5	
High Speed Internet	13	40	40	40	40	40	
Cable/Satellite	y	19	19	19	19	19	
Furniture	n	n	n	n	n	n	
Linen Service	n	n	n	n	n	n	
Appliances							
Fridge & Stove	y	y	y	y	y	y	
Dishwasher	n	n	n	-20	-20	n	
Washer/Dryer	y	-30	-30	-30	-30	-30	
Children Permitted	y	n	y	y	y	y	
Parking	n	-26	-26	-26	-26	-26	
Pets	n	n	n	n	n	n	
Required Lease/Term	1 year	1 year	6 months	6 months	9 months	Need Basis	
24 Hour Security	0	10	10	10	10	10	
Bussing Required	0	42	0	0	42	42	
Application Fee (Once only, not mthly)	45	0	0	0	0	0	
True Total Cost	\$757	\$800	\$658	\$938	\$855	\$290	
12 mos. Commitment	\$9,838	\$10,250	\$8,446	\$12,106	\$11,045	\$3,730	

Assumed \$100 charge for summer months which is very conservative; e.g. Westsbridge charges \$375/mo. after one full year's lease. It is unknown at this time if all properties provide the storage charge. If one student stays for the summer, they would have to pay for the entire suite. Many private properties charge a holding fee in the summer to secure the suite for September rental. The University does not.

Notes:

- 1) U of L residence offers a convenience factor which cannot be compared to any other property.
 - Access to on-campus food services
 - Access to 24 hour computer lab
 - Access to on-campus library
 - On-campus access to P.E. facilities including Olympic sized swimming pool
 - on-campus world class art gallery teaching facility
 - Study rooms, work-out rooms, TV rooms
 - Laundry facilities in each 3 Bedroom unit
 - Quick access to classes
- 2) ORS student support and social programs, provides a partnership in managing your living space
- 3) Housing offers community living programs
- 4) Housing provides special interest groups; ie. hiking, swimming, etc.
- 5) One fee payable to one service provider covers all of the services and amenities for on-campus Housing.
- 6) The above only accounts for those students taking the bus from off-campus. Those students driving a car would also need to purchase a U of L parking pass and pay for gas.
- 7) Most private properties are older than the university apartments, however the private properties are usually bigger in sq. footage

Calculation for rate Freeze for previous, current and year following budget for Townhomes

TH Type	2002/03	Rent	Number	Months	Revenue
	Rent	Freeze			Impact
1	\$590.00	\$545.00	1	12	\$540.00
2	\$630.00	\$555.00	3	12	\$2,700.00
2	\$630.00	\$582.00	13	12	\$7,488.00
3	\$709.00	\$565.00	1	12	\$1,728.00
3	\$709.00	\$575.00	1	12	\$1,608.00
3	\$709.00	\$592.00	1	12	\$1,404.00
3	\$709.00	\$629.00	1	12	\$960.00
					<u>\$16,428.00</u>

TH Type	2003/04	Existing	Number	Months	Revenue
	Rent	Rent			Impact
2	\$630.00	\$555.00	1	12	\$900.00
2	\$630.00	\$582.00	8	12	\$4,608.00
3	\$709.00	\$565.00	1	12	\$1,728.00
3	\$709.00	\$575.00	1	12	\$1,608.00
3	\$709.00	\$592.00	1	12	\$1,404.00
					<u>\$10,248.00</u>

TH Type	2004/05	Existing	Number	Months	Revenue
	Rent	Rent			Impact
2	\$649.00	\$582.00	3	12	\$2,412.00
3	\$752.00	\$565.00	1	12	\$2,244.00
3	\$752.00	\$575.00	1	12	\$2,124.00
					<u>\$6,780.00</u>

Revenue Freeze Impact - Townhomes

TH Type	2002/03 Rent	Existing Rent	Number	Months	Revenue Impact
2	\$630.00	\$555.00	3	12	\$2,700.00
2	\$630.00	\$582.00	13	12	\$7,488.00
3	\$709.00	\$565.00	1	12	\$1,728.00
3	\$709.00	\$575.00	1	12	\$1,608.00
3	\$709.00	\$592.00	1	12	\$1,404.00
3	\$709.00	\$629.00	1	12	\$960.00
					<u>\$15,888.00</u>

Revenue Freeze Impact - University Hall

Room Type	2002/03 Rent	Existing Rent	Number	Months	Revenue Impact
Suite Single	\$1,168.00	\$1,112.00	1	4	\$224.00
Hall Double	\$777.00	\$740.00	1	4	\$148.00
					<u>\$372.00</u>

Revenue Freeze Impact - Apartments

Apt. Type	2002/03 Rent	Existing Rent	Number	Months	Revenue Impact
1 Bdr	\$2,468.00	\$2,140.00	1	4	\$1,312.00
1 Bdr	\$2,468.00	\$2,326.00	1	4	\$568.00
2 Bdr	\$1,584.00	\$1,300.00	1	4	\$1,136.00
2 Bdr	\$1,584.00	\$1,339.00	1	4	\$980.00
2 Bdr	\$1,584.00	\$1,510.00	1	4	\$296.00
4 Bdr	\$1,483.00	\$1,413.00	3	4	\$840.00
4 Bdr	\$1,483.00	\$1,372.00	1	4	\$444.00
					<u>\$5,576.00</u>

Total of the three facilities \$21,836.00

APPENDIX C

STUDENT FEE REVIEW COMMITTEE
MEMBERSHIP

The University of Lethbridge
Student Fee Review Committee
November, 2002

Karen Clearwater - Chair, Associate Vice-President (Financial Planning)
Gorm Hansen
Peter Therrien
Jerrad Kubik
Trevor Dawydiuk
Kate Asbell
Rojean Hatton