

THE UNIVERSITY OF LETHBRIDGE
2004-05 PROPOSED FEES AND RATES

November 2003

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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 2004-2005 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 28.8% (2002-03 financial data). Analysis indicates that a full increase at \$27 per course will be allowed for the 2004-05 year and the institution will be limited to an increase allowed under the proposed Fee Policy, if approved, of 2% plus the average annual change in the Alberta Consumer Price Index, to a maximum of 5%, for the following two years.

Recommendation 1:

That the fees for instruction, including tuition and materials and service fees for 2004-05 be increased effective April 1, 2004 as presented in Table I, and that the fee increases for 2005-06 and 2006-07 be approved in principle.

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

	Actual 2003-04	% Increase	Proposed 2004-05	% Increase	Proposed 2005-06	% Increase	Proposed 2006-07
Undergrad							
Canadian	373	7%	400	4%	415	4%	430
Foreign	746	7%	800	4%	830	4%	860
Graduate							
Canadian	450	5%	475	3%	490	3%	505
Foreign	900	5%	950	3%	980	3%	1,010
Materials & Service	24	0%	24	0%	24	0%	24

Master of Education Full-time Term Fee

Currently all M.Ed. students, both full-time and part-time are allowed 9 terms in which to complete the program. A term consists of a fall or spring semester or a summer session. Students pay 9 term fees, one for each term in which they are registered (one term fee is 1/9 of the program fee). During their tenure in the program, in any given term, students can choose to take no courses, one course or in the case of full-time students, a full course load.

Full-time M.Ed. students complete the program in 6 terms instead of 9 terms. These students, may apply to the Alberta Student Finance Board for loans to cover the cost of expenses associated with the term in which they are registered. Full-time M.Ed. students can apply for loans to cover expenses for 6 terms. However, at the end of six terms when they have completed the program, they still owe the University 3 term fees. Changing the term fee from 9 fees to 6 fees for full-time students allows the students to be eligible for student loans on the costs as they are incurred rather than having to pay term fees after they have graduated. The total fees for full-time and part-time students will remain the same.

Recommendation 2:

That effective April 1, 2004 full-time M.Ed. students pay 6 term fees rather than 9 term fees paid by part-time students.

Master of Education Term Fee Increase

Currently, students enrolled in the Masters of Education program must pay a minimum program fee consisting of six term fees (full-time) and nine term fees (part-time) 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 part-time student has not completed the program after the payment of nine term fees, an additional payment of one-half of a term fee each term is assessed.

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.

Recommendation 3:

That the Faculty of Education Graduate Term fee for 2004-05 be increased effective April 1, 2004 as presented in Table II, and that the fee increases for 2005-06 and 2006-07 be approved in principle.

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

	Actual 2003-04	% Increase	Proposed 2004-05	% Increase	Proposed 2005-06	% Increase	Proposed 2006-07
Grad Term Fee – part-time	883	5%	925	3%	955	3%	985
Grad Term Fee – full-time	N/A	N/A	1,387.50	3%	1,432.50	3%	1,477.50

M.Ed. Graduate Program Courses Extra to Program

The Master of Education program is a 12-course program. An analysis of the program has revealed that many students are taking courses extra to the 12-course requirements (anywhere from ½ course to 9 courses). The term fees cover only the costs for delivery of a 12-course program. When students take courses extra to their program the Faculty of Education receives no additional revenue for teaching these students. The Faculty of Education would like to charge students for any courses taken over and above the 12-course load taken by M.Ed. students. Fees would be assessed based on the current graduate fees.

Recommendation 4:

That effective April 1, 2004 that M.Ed. students taking courses over and above the 12 course program will be charged for those courses based upon the per course graduate fees in effect at that time.

Faculty of Fine Arts Music Studio Courses

Music Studio course instruction provides one-on-one instruction with various instruments. A differential fee was assessed to students in these courses to cover the additional cost of private instruction as well as travel expenses for out-of-town instructors. To ensure high quality instruction, compensation to instructors must keep competitive with the rates charged in the community and in surrounding communities. As well travel is costing more for remote instructors. The proposed fee increases will help offset these escalating costs.

Recommendation 5:

That the Faculty of Fine Arts Music Studio fee for 2004-05 be increased effective April 1, 2004 as presented in Table III, and that the fee increases for 2005-06 and 2006-07 be approved in principle.

**Table III
Music Studio Differential Fee**

	Actual 2003-04	% Increase	Proposed 2004-05	% Increase	Proposed 2005-06	% Increase	Proposed 2006-07
Music Studio Differential	328	7%	350	4%	365	4%	380

Conservatory of Music Fees

The Conservatory of Music operates on a full cost recovery basis. Fees are split between compensation for the instructor (80%) and the operating costs for the Conservatory (20%). The proposed increases will allow the Conservatory to maintain the high quality of instruction it is known for by paying instructors rates that are competitive in the local market as well as ensuring adequate funds are available for Conservatory of Music administration and programming.

Recommendation 6:

That the Conservatory of Music fee for 2004-05 be increased effective April 1, 2004 as presented in Table IV, and that the fee increases for 2005-06 and 2006-07 be approved in principle.

**Table IV
Conservatory of Music Fees**

	Actual 2003-04	% Increase	Proposed 2004-05	% Increase	Proposed 2005-06	% Increase	Proposed 2006-07
Staff rate/hour	40	12%	45	11%	50	0%	50
Senior student rate/hour	30	0%	30	0%	30	0%	30
Ensemble rate/year	150	17%	175	14%	200	0%	200
Annual registration fee	12	0%	12	25%	15	0%	15

Music Ensemble Fee

Currently, if space is available, University of Lethbridge students participate in any ensemble on a non-credit basis. Students enrolling for credit pay regular tuition fees (1/2 the regular course fee). All income received from the participation fee helps to defray costs incurred in operating the ensembles. The fee is comparable with participation fees charged by ensembles in the community and is paid by students participating on a non-credit basis as well as community participants.

Recommendation 7:

That the Music Ensemble fee for 2004-05 be increased effective April 1, 2004 as presented in Table V, and that the fee increases for 2005-06 and 2006-07 be approved in principle.

**Table V
Music Ensemble Fee**

	Actual 2003-04	% Increase	Proposed 2004-05	% Increase	Proposed 2005-06	% Increase	Proposed 2006-07
Participation fee (semester)	30	233%	100	0%	100	0%	100
Registration (Sept to June)	15	-20%	12*	0%	15*	0%	15*

* Adjusted to correspond with the annual fee charged for Conservatory of Music registrations

FACULTY OF FINE ARTS RENTAL RATES

External University Theatre/Recital Hall Rental Rates

All income received from the rental of the Theatre and Recital Hall is used to offset the costs incurred for the maintenance of the performance venues, the cost of labour for theatre staff as well as allowing for a modest provision for equipment replacement and maintenance reserves. Overtime premiums have been factored in when applicable.

The proposed fee increases will not directly affect students. The proposed fee increases will affect external community or touring groups. While nature of operation is not comparable with other venues in the local community, the rates are reasonable in comparison to the Yates Theatre.

Recommendation 8:

That the Theatre and Recital Rental rates for 2004-05 be increased effective April 1, 2004 as presented in Table VI and VII, and that the fee increases for 2005-06 and 2006-07 be approved in principle.

**Table VI
Theatre and Recital Rental Rates
Set up, Rehearsal time and 1 Performance
(Includes GST)**

Level of Service	# of Hours	Actual 2003-04	% Increase	Proposed 2004-05	% Increase	Proposed 2005-06	% Increase	Proposed 2006-07
Full service	4 hr.	700	5%	735	5%	770	5%	810
	8 hr.	1,000	5%	1,050	5%	1,100	5%	1,155
	12 hr.	1,550	5%	1,625	5%	1,705	5%	1,790
Reduced service	4 hr.	500	5%	525	5%	550	5%	580
	8 hr.	750	5%	785	5%	825	5%	865
	12 hr.	1,150	5%	1,210	5%	1,270	5%	1,335
Minimum Service	4 hr.	400	5%	420	5%	440	5%	460
	8 hr.	550	5%	580	5%	610	5%	640
	12 hr.	750	5%	785	5%	825	5%	865

**Table VII
Theatre and Recital Rental Rates
Set up, Rehearsal time and No Performance
No Front of House Staff or Ushers
(Includes GST)**

Level of Service	# of Hours	Actual 2003-04	% Increase	Proposed 2004-05	% Increase	Proposed 2005-06	% Increase	Proposed 2006-07
Full service	4 hr.	450	5%	470	5%	495	5%	520
	8 hr.	750	5%	785	5%	825	5%	865
	12 hr.	1,300	5%	1,365	5%	1,435	5%	1,505
Reduced service	4 hr.	350	5%	365	5%	385	5%	405
	8 hr.	550	5%	580	5%	610	5%	640
	12 hr.	950	5%	1,000	5%	1,050	5%	1,100
Minimum Service	4 hr.	250	5%	260	5%	275	5%	290
	8 hr.	350	5%	365	5%	385	5%	405
	12 hr.	600	5%	630	5%	660	5%	695

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 had 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, general operating costs including utilities and some security services and to fund additional campus parking facilities. The average proposed increase to annual permit prices is approximately 5% and is required to accommodate projected capital costs for new parking lots as well as increases in operating costs and maintenance. Appendix C provides a map of the various permit parking areas on campus for your reference.

Recommendation 9:

That the parking rates for 2004-05 as detailed in Table VIII be approved effective September 1, 2004 and the parking rates for 2005-06 and 2006-07 be approved in principle.

**TABLE VIII
PARKING RATES**

(Prices include GST)	Actual 2003-04	% Increase	Proposed 2004-05	% Increase	Proposed 2005-06	% Increase	Proposed 2006-07
Annual Permits							
Far West Non-Plug	210	5%	220	5%	230	5%	240
West Non-Plug	225	5%	235	5%	245	5%	260
West Plug-in	285	5%	300	5%	315	5%	330
West Faculty/Staff	365	5%	385	5%	400	5%	420
North/south/east/athletic Lots	300	5%	315	5%	330	5%	345
Northwest lot	210	5%	220	5%	230	5%	240
Exploration Place lot	160	5%	170	5%	175	5%	185
Reserved Stall	365	10%	400	5%	420	5%	440
Special Needs	210	5%	220	5%	230	5%	240
Monthly Permits							
Fitness/Aquatic/Community	20/6 mos.	0%	20/6 mos.	25%	25/6 mos.	0%	25/6 mos.
Monthly-Far West Non-Plug, Exploration Place, Northwest	28	7%	29.50	7%	31	0%	31
Monthly-North, south, west	36	6%	38	5%	40	0%	40
Other							
Weekly Permit, Far West Non-Plug, Exploration Place	16	33%	24	0%	24	0%	24
Daily Permit - Far West Non- Plug, Exploration Place	4	50%	6	0%	6	0%	6
Four Hour Permit-Far West Non-Plug, Exploration Place	3	33%	4	0%	4	0%	4
Metered Parking	.75/hr	33%	1.00/hr	0%	1.00/hr	0%	1.00/hr
Permit Replacement	25	0%	25	20%	30	0%	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 10:

That effective April 1, 2004, that the charge-out rates for Physical Plant employees be increased to the levels provided in Table IX, and the rate adjustments for the years 2005-06 and 2006-07 be approved in principle.

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

	Actual 2003-04	% Increase	Proposed 2004-05	% Increase	Proposed 2005-06	% Increase	Proposed 2006-07
Security	19.15	5%	20.10	4%	20.90	4%	21.75
Caretaking	17.05	5%	17.90	4%	18.60	4%	19.35
Building Maintenance							
General	19.65	5%	20.60	4%	21.40	4%	22.25
Carpenter	29.10	5%	30.55	4%	31.75	4%	33.05
Painter	25.95	5%	27.20	4%	28.25	4%	29.40
Mechanic	27.55	5%	28.90	4%	30.05	4%	31.25
Locksmith	23.35	5%	24.50	4%	25.45	4%	26.50
Maintenance Foreman	27.80	5%	29.15	4%	30.30	4%	31.50
Utilities							
Trades	29.60	5%	31.05	4%	32.30	4%	33.60
Apprentice	18.35	5%	19.25	4%	20.00	4%	20.80

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.

Recommendation 11:

That the MVP charges as provided in Tables X and XI below for 2004-05 be approved effective April 1 2004, and the charges for 2005-06 and 2006-07 be approved in principle.

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

	Actual 2003-04	% Increase	Proposed 2004-05	% Increase	Proposed 2005-06	% Increase	Proposed 2006-07
Tractor #71	10.40	4%	10.80	4%	11.25	4%	11.70
Street Sweeper #114	11.45	4%	11.90	4%	12.40	4%	12.90
JD Tractor #127	14.00	4%	14.60	4%	15.20	4%	15.80
JD Tractor #129	11.45	4%	11.90	4%	12.40	4%	12.90
Toro Motor #138	9.90	4%	10.30	4%	10.70	4%	11.10
JD Gator Utility Vehicle #141	7.00		50/mo.	4%	52/mo.	4%	54/mo.
Daewood Forklift #149	12.50	4%	13.00	4%	13.50	4%	14.05

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

	Actual 2003-04	% Increase	Proposed 2004-05	% Increase	Proposed 2005-06	% Increase	Proposed 2006-07
Vehicle 91 - Ford ½ Ton	.62	3%	.64	5%	.67	4%	.70
Vehicle 117 - Toyota ½ Ton	.42	5%	.44	5%	.46	4%	.48
Vehicle 118 - Toyota ½ Ton	.42	5%	.44	5%	.46	4%	.48
Vehicle 121 - Dodge One Ton	.62	3%	.64	5%	.67	4%	.70
Vehicle 122 - Dodge One Ton	.62	3%	.64	5%	.67	4%	.70
Vehicle 125 - Ford Tilt Truck	1.50	4%	1.56	4%	1.62	4%	1.68
Vehicle 128 - Ford Ranger	.42	5%	.44	5%	.46	4%	.48
Vehicle 131 - GMC Delivery Van	.62	3%	.64	5%	.67	4%	.70
Vehicle 136 - Ford Aerostar	.42	5%	.44	5%	.46	4%	.48
Vehicle 139 - Chev ½ Ton	.62	3%	.64	5%	.67	4%	.70
Vehicle 140 - GMC ½ Ton	.62	3%	.64	5%	.67	4%	.70
Vehicle 142 - Ford ½ Ton	.62	3%	.64	5%	.67	4%	.70
Vehicle 143 - GMC Safari Van	.42	5%	.44	5%	.46	4%	.48
Vehicle 144 - Ford 1 Ton	.62	3%	.64	5%	.67	4%	.70
Vehicle 145 - Chev 3/4 Ton	.62	3%	.64	5%	.67	4%	.70
Vehicle #146 - Ford 1 Ton	.62	3%	.64	5%	.67	4%	.70
Vehicle #150 - GMC Safari Van	.42	5%	.44	5%	.46	4%	.48
Vehicle #151 - Chev Venture Van	.42	5%	.44	5%	.46	4%	.48
Vehicle #152 - Chev Astro Van	.42	5%	.44	5%	.46	4%	.48
Vehicle #153 - Dodge 4WD	.42	5%	.44	5%	.46	4%	.48

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 12:

That effective April 1, 2004, the 2004-05 rental rates for telephone services as provided in Table XII, the charges for on-campus data network connections as provided in Table XIII and the charges for off-campus remote access modem connection as provided in Table XIV be implemented and the rates for 2005-06 and 2006-07 be approved in principle.

**TABLE XII
TELEPHONE CHARGES**

Per month	Actual 2003-04	% Increase	Proposed 2004-05	% Increase	Proposed 2005-06	% Increase	Proposed 2006-07
Standard Office Set	22.80	3%	23.50	2%	24.00	2%	24.50
SL-1 Set	34.00	0%	34.00	0%	34.00	0%	34.00
Digital Set	34.00	0%	34.00	0%	34.00	0%	34.00
Residential Service	20.00	2%	20.80	1%	21.00	1%	21.20
Call Waiting	2.75	2%	2.80	1%	2.85	1%	2.90
Voice Mail/Mail Box (Residence Only)	5.00	2%	5.10	1%	5.15	1%	5.20
Moves/adds/changes- regular	10.00	10%	11.00	10%	12.00	10%	13.00
Moves/adds/changes - prime time* (excluding new students)	20.00	10%	22.00	10%	24.00	10%	26.00

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

**TABLE XIII
DATA NETWORK CONNECTION CHARGES**

Per month	Actual 2003-04	% Increase	Proposed 2004-05	% Increase	Proposed 2005-06	% Increase	Proposed 2006-07
10/100 Mb Port	14.70	9%	16.00	2%	16.25	2%	16.50
1000 Mb Port	1,050.00	-47%	500.00	-50%	250.00	-30%	175.00
ATM OC3 Port	290.00	-31%	200.00	-25%	150.00	0%	150.00

**TABLE XIV
REMOTE ACCESS MODEM CONNECTION CHARGES**

Per month	Actual 2003-04	% Increase	Proposed 2004-05	% Increase	Proposed 2005-06	% Increase	Proposed 2006-07
56K Dial Up	13.50	2%	13.75	1%	13.90	1%	14.00
VPN	13.50	2%	13.75	1%	13.90	1%	14.00

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 13:

That the proposed adjustments to the Health Centre Fees for 2004-05, as indicated in Table XV, be approved for implementation September 1, 2004 and the rate adjustments for the years 2005-06 and 2006-07 be approved in principle.

**TABLE XV
HEALTH CENTRE PHYSICIAN FEES**

	Actual 2003-04	Proposed 2004-05	Proposed 2005-06	Proposed 2006-07
Third Party Medicals - approx. 10 min	*	*	*	*
Third Party Medicals - approx. 25 min	*	*	*	*
Non-insured individuals	*	*	*	*
Requests for copies of medical charts	.15 per page	.20 per page	.25 per page	.30 per page

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

Health Centre Health Insurance Fees

In 1996, the Board of Governors passed a motion stating that international students must have health insurance during their time at the University. The Health Centre currently spends many hours assisting both non-credit English as a Second Language students and credit international visa students in accessing the appropriate health care insurance coverage. As the enrolment increases in these areas, it becomes very difficult to service these students without additional resources.

Recommendation 14:

That the proposed Health Insurance Fees for 2004-05 as provided in Table XVI be approved for implementation April 1, 2004 and the rate adjustments for 2005-06 and 2006-07 be approved in principle.

**TABLE XVI
HEALTH INSURANCE FEES**

	Actual 2003-04	% Increase	Proposed 2004-05	% Increase	Proposed 2005-06	% Increase	Proposed 2006-07
Credit international visa students & non- credit ESL	-	New	\$20/semester	10%	\$22/semester	9%	\$24/semester
Non-credit ESL	-		5% of medical insurance		5% of medical insurance		5% of medical insurance

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 15:

That effective April 1, 2004, the proposed fee schedule as provided in Table XVII for the Language Centre be adopted for 2004-05 and be approved in principle for the years 2005-06 and 2006-07.

**TABLE XVII
LANGUAGE CENTRE FEES**

	Actual 2003-04	% Increase	Proposed 2004-05	% Increase	Proposed 2005-06	% Increase	Proposed 2006-07
Full-time							
Tuition	2,300	7%	2,455	4%	2,555	4%	2,665
Part-time							
Intermediate Level							
Writing	705	7%	755	4%	785	4%	815
Reading	655	7%	700	4%	730	4%	760
Grammar	470	7%	500	4%	520	4%	545
Communication	470	7%	500	4%	520	4%	545
Advanced Level							
Writing	880	7%	940	4%	980	4%	1,020
Reading	690	7%	735	4%	765	4%	795
Grammar	365	7%	390	4%	405	4%	425
Communication	365	7%	390	4%	405	4%	425
Other							
Application Fee	50	0%	50	0%	50	0%	50
WFU (Writing for University Course)	205	7%	220	4%	230	4%	240
AUWCT (Alberta Universities Writing Competence Test)	60	7%	65	4%	68	4%	70

SPORT AND RECREATION SERVICES

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 XVIII be approved.

Recommendation 16:

That the locker rates for 2004-05 as detailed in Table XVIII be approved effective May 1, 2004, and the locker rates for 2005-06 and 2006-07 be approved in principle.

**TABLE XVIII
LOCKER RENTAL RATES**

Prices include GST	Actual 2003-04	% Increase	Proposed 2004-05	% Increase	Proposed 2005-06	% Increase	Proposed 2006-07
Lockers with Towel Service							
Half-size, one semester	15.00	5%	15.75	4%	16.25	4%	17.00
Half-size, two semesters	26.75	5%	28.00	4%	29.00	4%	30.25
Half-size, year	39.75	5%	41.75	4%	42.75	4%	44.50
Full size, one semester	20.25	5%	21.25	4%	22.00	4%	23.00
Full size, two semesters	35.75	5%	37.00	4%	38.50	4%	40.25
Full size, year	47.75	5%	49.25	4%	51.25	4%	53.50
Lockers without Towel Service							
One year	14.75	5%	15.50	4%	15.25	4%	16.75

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. The higher cost for the gymnasiums is required to offset the additional caretaking expenses necessary to properly maintain the gym floor.

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 17:

That rental rates for the Physical Education facilities be increased in accordance with Tables XIX (Physical Education Facilities) and XX (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 2004-05.

**TABLE XIX
PHYSICAL EDUCATION FACILITIES RENTAL**

Hourly Rental Charges	Actual 2003-04	% Increase	Proposed 2004-05	% Increase	Proposed 2005-06	% Increase	Proposed 2006-07
Fitness Centre	37.50	3%	38.75	3%	40.00	3%	41.25
PE100 Dance Studio	26.25	5%	27.25	5%	29.25	5%	30.75
PE101 Main Gym 2 court	67.25	5%	70.75	5%	74.50	5%	78.25
PE118 Judo Dojo	21.00	3%	21.75	3%	22.50	3%	23.25
PE200 Gymnastics Gym	26.00	5%	27.50	5%	29.00	5%	30.50
Track Meets	33.25	3%	34.25	3%	35.50	3%	36.75
Track Training	17.00	3%	17.75	3%	18.50	3%	19.25
Soccer Games	33.25	3%	34.25	3%	35.50	3%	36.75
Staff Charge Out per hr							
Lifeguard	17.50	4%	18.25	4%	19.00	4%	20.00
Facility Attendant	17.50	4%	18.25	4%	19.00	4%	20.00
Senior Lifeguard	-	New	21.00	4%	22.00	4%	23.00
Pool Operator	-	New	24.25	4%	25.25	4%	26.25

**TABLE XX
MAX BELL REGIONAL AQUATIC CENTRE**

Hourly Rental Charges	Actual 2003-04	% Increase	Proposed 2004-05	% Increase	Proposed 2005-06	% Increase	Proposed 2006-07
Public - Whole Pool	100.50	6%	106.53	6%	112.90	6%	119.70
Public - Quarter Pool	36.00	6%	38.16	6%	40.45	6%	42.88
Public - Lane Rate	6.28	6%	6.66	6%	7.10	6%	7.50
Teams - Whole Pool	83.00	6%	88.00	6%	93.25	6%	98.85
Teams - Quarter Pool	34.50	6%	36.67	6%	38.75	6%	42.85
Teams - Lane Rate	5.20	6%	5.55	6%	5.90	6%	6.25
Commercial Group	200.75	6%	212.80	6%	225.55	6%	239.10
Swim Meets	119.75	6%	127.00	6%	135.00	6%	143.00
Non-Regional Teams	112.25	6%	119.00	6%	126.10	6%	133.69

Recommendation 18:

That the pool passes for community users provided in Table XXI be increased April 1, 2004 for 2004-05 and be approved in principle for 2005-06 and 2006-07.

**TABLE XXI
POOL PASS**

	Actual 2003-04	% Increase	Proposed 2004-05	% Increase	Proposed 2005-06	% Increase	Proposed 2006-07
Daily Adult	3.50		3.50	7%	3.75		3.75
Senior/child	2.00		2.00	12%	2.25		2.25
Preschool 0 to 2	free		free		free		free
Family	9.50		9.50	11%	10.50		10.50
One month	22.75	5%	24.00	5%	25.00	5%	26.25
Four month	56.25	5%	84.00*	5%	88.25	5%	92.75
Six month	103.75	17%	122.00^	5%	128.00	5%	134.25
1 year pass	-	New	229.25	5%	241.00	5%	253.00
7 week child/youth summer pass	23.75	0%	23.75	5%	25.00	5%	26.25

* previously sold as 3 month pass, a 12% discount from the monthly rate

^ 15% discount from the monthly rate

Athletics and Recreation Service Fee

Athletics and Recreation Services fees currently provide the funds required to operate the Recreation Services Program, the Athletics Program and to maintain Physical Education Facilities. ARS fees provide recreational opportunities for all members. Membership gives individuals access to all recreation facilities on campus, access to all City of Lethbridge pools, access to all basic fitness classes, use of all basic sporting equipment, intramural programs and access to Pronghorn Games and non-credit recreation programs at reduced rates. The Facility Pass provides access to University facilities, open recreation and equipment.

Currently there is no consistency in the application of fees. Sports and Recreation are proposing the adoption of a number of principles that would apply to their ARS and Facility passes to ensure ongoing consistency. Our suggested principles are based on the premise that we should:

- Ensure our fees remain affordable for students
- Ensure our community rates are consistent with fees charged in similar community facilities
- Encourage alumni to stay connected with the University
- Encourage staff and faculty to adopt healthy lifestyles

We are proposing that the following principles be adopted to standardize the charging of ARS and Facility passes.

- Increases to full-time student ARS fees will reflect annual increases in operating expenses.
- Increases in the community ARS fees will be based on annual increases in operating expenses as well as a comparison to the local market.
- Staff/faculty ARS and facility passes will be discounted at 40% of the community pass.
- Alumni/high school ARS and facility passes will be discounted at 23% of the community pass.

- There will be a 12% discount to the monthly rate when purchasing a semester pass.
- There will be a 20% discount to the monthly rate when purchasing an annual pass.
- Facility passes will be available at a 10% discount of the corresponding ARS pass.
- Full implementation of this fee structure will be completed over a three-year period with no increase greater than 5% in one year and no fee decreases.

Recommendation 19:

That effective April 1, 2004 that the fee increases for 2004-05 as indicated in Tables XXII and XXIII be approved and that the increases for 2005-06 and 2006-07 be approved in principle.

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

Prices include GST	Actual 2003-04	% Increase	Proposed 2004-05	% Increase	Proposed 2005-06	% Increase	Proposed 2006-07
Semester Pass							
Student-Full-time(mandatory)	56.50	3%	58.25	3%	60.00	3%	61.75
-Part-time (mandatory)	28.25	3%	29.13	3%	30.00	3%	30.88
Faculty and Staff	78.00	.6%	78.50	.6%	79.00	1.9%	80.50
High School	96.50	.5%	97.00	.5%	97.50	3%	100.50
Alumni	96.50*	.5%	97.00*	.5%	97.50*	3%	100.50*
Community Users	138.00*	0%	138.00*	1.4%	140.00*	0%	140.00*
Monthly Pass							
Student**	17.00	0%	17.00	0%	17.00	2.9%	17.50
Faculty and Staff	22.75	1%	23.00	1.1%	23.25	1.1%	23.50
Alumni	27.50*	3%	28.25*	.88%	28.50*	.87%	28.75*
Community Users	37.50*	0%	37.50*	1.3%	38.00*	1.3%	38.50*
Annual Pass							
Faculty and Staff	211.00	.2%	211.50	.7%	213.00	3%	219.25
Alumni	260.25*	1%	264.00*	.7%	266.00*	3%	274.00*
Community Users	372.00*	0%	372.00*	.5%	374.00*	.3%	375.00*

* includes parking; ** only available in the summer

**TABLE XXIII
FACILITY PASS**

Prices include GST	Actual 2003-04	% Increase	Proposed 2004-05	% Increase	Proposed 2005-06	% Increase	Proposed 2006-07
Semester Pass							
Faculty and Staff	57.75	4%	60.50	5%	63.50	4%	66.50
Alumni	76.50*	4%	80.25*	5%	84.25*	3%	88.50*
Community Users	114.50*	1.3%	116.00*	.8%	117.00*	4%	120.50*
High School Student	76.50	4%	80.25	5%	84.25	3%	88.50
Monthly Pass							
Faculty and Staff	17.50	4%	18.25	4%	19.00	5%	20.00
Alumni	22.50*	4%	23.50*	4%	24.50*	5%	25.75*
Community Users	32.50*	1%	33.00*	5%	33.25*	3%	34.25*
High School Student	22.50	4%	23.50	4%	24.50	5%	25.75
Annual Pass							
Faculty and Staff	156.75	5%	164.50	5%	172.75	5%	181.50
Alumni	208.50*	5%	219.00*	5%	230.00*	5%	241.50*
Community Users	311.50*	2%	316.50*	1%	319.00*	3%	328.75*
Daily User Fee	6.00	0%	6.00	8%	6.50	8%	7.00

*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.

Floor hockey was moved off-campus to protect the new gym floor, which 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 incorporated the fee increase over a two-year period, this is the second year of the fee increase.

Recommendation 20:

That effective April 1, 2004 that the fee increases for 2004-05 as indicated in Table XXIV be approved and that the increases for 2005-06 and 2006-07 be approved in principle.

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

	Actual 2003-04	% Increase	Proposed 2004-05	% Increase	Proposed 2005-06	% Increase	Proposed 2006-07
Team Charge	108.00	15%	125.00	3%	130.00	3%	135.00

CKUL Radio Fees

In March 1996, a referendum was passed in which the Students' Union would collect \$3.00 per student per semester on behalf of CKUL radio. At the time it was agreed that the fee would only be charged for the fall and spring semesters and any collection of the fee during summer session would be postponed until the station was broadcasting on a year-round basis. CKUL began broadcasting year-round in September 2003 and are requesting that the \$3.00 levy be extended to cover the summer session.

Recommendation 21:

That effective April 1, 2004 that the CKUL \$3.00 levy be extended to the summer session and be charged to all full-time and part-time students at \$1.00 per session.

ANCILLARY SERVICES FEES

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 22:

That the Dormitory Residence Dining Plan fees for 2004-2005 be increased, effective July 1, 2004, as proposed in Table XXV (attached) and the fees for 2005-06 and 2006-07 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 of 4.0% for all units in 2004-05 and a 3% increase for all units for 2005-06 and 2006-07. Appendix B indicates the current charges as well as the anticipated increases.

Recommendation 23:

That the proposed adjustments to rental rates for the 2004-05 year as indicated in Table XXVI be approved effective September 1, 2004 and the rate adjustments for 2005-06 and 2006-07 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 Flex \$	% Increase 2003-2004	Projected Increase 2004-2005	Projected Increase 2005-2006
Three - tier Plan:							
Commuter (Small) Plan	\$1,820	\$0	\$1,820	\$0	2%	2%	2%
Value Plus Plans: Residence Medium Plan	\$2,297	\$70	\$2,297	\$100	0%	2%	2%
Large Plan	\$2,342	\$117	\$2,342	\$100	0%	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 2004-2005

Dining plan 8 month contract GST Exempt	University of Lethbridge						
	Current 2003-04	Bonus \$	Bonus % *	Proposed 2004-05	Bonus \$	Bonus %	% Increase
Three - tier Plan:							
Commuter (Small) Plan	\$1,820	\$0	0%	\$1,856	\$0.00	0%	2.0%
Add Flex Dollars				<u>\$100</u>			
Total % Increase				\$1,956			7.5%
Value Plus Plans:							
Medium	\$2,297	\$70	3.0%	\$2,297	\$100	4.35%	0%
Large Plan	\$2,342	\$117	5.0%	\$2,342	\$100	4.27%	0%
# of plans:	210			210			
Administration Fee for Refunds/Cancellations	\$40			\$40			
Comments:	<p>Bonus dollars on the Value Plus Plans will be in the form of Flex Dollars. Bonus dollars are extra spending dollars provided to students buying the Medium and Large plans. The student will have a choice of converting any amount above the Commuter base plan to Flex Dollars.</p> <p>The proposed increase to the Commute Plan is to maintain student purchasing power to offset increased inflation in retail prices. The commuter plan works out to \$8.83/day for 3 meals and snacks based on 210 days. \$100 in Flex Dollars is less than \$.50/day.</p> <p>Refunds are provided to a minimum of the Commuter Plan. Limited 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.</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 plans are GST free. Flex Dollars are not GST free, however have a 5% discount.</p> <p>Residence dining plans may only be used to purchase food at University operated outlets.</p> <p>Any amount can be added to the above plans at any time.</p>						
October 9, 2003 Heather Mirau							

2004-2005 Dining Plan Fee Proposal

Recommendation: That the dining plans with the introduction of Flex Dollars as outlined be implemented for 2004-2005

Rationale: The dining plans provide the following benefits.

- Maximizes flexibility and purchasing power.
- Recognizes that students have discretionary spending at hours outside of normal operating hours and often spend money at off campus facilities.
- Increases the variety of food products and food outlets.
- Increases partnership potential with off-campus merchants in the local community using Flex Dollars.
- Flex Dollars are equivalent to less than \$.50/day and can be used in vending machines, with external vendors that are signed up, and with on-campus University Food Service outlets. Anyone using their Flex Dollars for vending beverages will receive a 10% discount on all beverages at selected locations, as well as receive 5% discount on all Flex Dollar purchases.
- Flex Dollars can be carried over from one year to the next.
- Responds to previous students' concerns of not being able to use the card at the top of the hill, boredom at the end of the year with eating only in select outlets, and not being able to carry funds over from one year to the next.
- The small commuter plan provides for a base level of purchasing power by University Hall residence students - \$8.83/day.
- The Dining Plan card system eliminates the need for cash, as well as the \$1.50 bank surcharge when taking cash out of a bank machine.
- Any student can purchase the Flex Dollars.

Previous Action Taken: The proposal was introduced to the ORS Executive for input and feedback and later to the ORS Council for feedback and adjustment.

Stakeholders:

- Residence students
- Food Services
- Housing Services
- Potential off-campus merchants

Effective Date: September, 2004

Further Action Required: Approval by the University Executive and Board of Governors.

Heather Mirau
October 23, 2003

**Proposed Residence Dining Plan
Fee Descriptions
2004-05**

Dining Plan	Description
<p>Commuter (Base) Plan Available to all students in Campus Housing. Required for University Hall residents due to limited cooking facilities.</p>	<p>Proposed rate: \$1,856 commuter plus \$100 in Flex Dollars % Increase = 2% on base plan to maintain purchasing power and offset inflation 5% increase on base place for Flex Dollars.</p> <ul style="list-style-type: none"> • Usable in CJ's, Fresh Express, The Station, Convenience Store, vending bank at CJ's, and any Merchant partners. • The base of the commuter plan is not transferable past April as it provides for a base level of eating - \$8.83/day based on 210 days. • \$100 of Flex Dollars is equivalent to less than \$.50/day. • Any amount can be added to this plan for either dining or Flex Dollars. • Flex Dollars are transferable to summer and next school year. • GST exempt on dining base plan. • 5% discount on Flex Dollars as well as \$.25 discount on vending beverages. • Effective date: September, 2004 • # of plans: 214 University Hall students
<p>Value Plus Plans Available to all students in Campus Housing. Some of the University Hall students will purchase these plans over the Commuter Plan due to eating patterns.</p>	<p>Proposed rate: Medium \$2,297 and Large \$2342 – no increase.</p> <ul style="list-style-type: none"> • Commuter Plan students can upgrade to this plan. • Flex (Bonus) Dollars (\$100) in excess of the Commuter Plan are usable in CJ's, Fresh Express, The Station, on-line Vending in CJ's, and in the Convenience Store in Paterson Centre, as well as any new Food Service outlets and Merchant partners. • Students on the medium and large plans can convert any amount in excess of the base Commuter Plan to Flex Dollars. • 5% discount at cash register on Flex Dollars when whole plan paid in advance at time of setting up account, plus a 10% discount on vending beverages. • Flex Dollars are transferable to summer and next school year. • GST exempt, except for Flex Dollars. • Effective date: September, 2004 • # of plans variable as dependent on buyers

Additional funds can be added to any of the above plans at any time.
The administration fee of \$40 remains unchanged and applies to any cancellations or refunds.

Increased flexibility and convenience:

Merchant Partners	New strategic alternative available to all students.
Approved off-campus commercial vendors in the City partnering with Food Services available to all students	<ul style="list-style-type: none"> • Flex Dollars may be used at Merchant partners. • Flex Dollars are transferable to summer and next school year. • Effective date: optional • Dependent on vendors becoming partners.
New Food Service Outlets	<ul style="list-style-type: none"> • Online vending • Convenience store in Paterson Centre • New outlet designed in vicinity of Anderson Hall

The above plans provide for greater flexibility for students. This flexibility is available due to the new Blackboard declining balance card system purchased in 2003. The greatest flexibility is in the ability of students to:

- carry amounts over from one year to the next,
- use cards in vending (Paterson Centre),
- use cards in new Food Service outlets (Convenience Store),
- use cards with potentially new commercial vendor partners off campus,
- refunds are available to the minimum of the Commuter Plan, and
- no need to carry cash thereby avoiding bank machines surcharges.

The plans are structured so as to provide convenience and quality services to students, while recognizing:

- the low volume of dining plan customers,
- the low amount of traffic. The highest peaks are from 9:00 am – 3:00 pm Monday to Fridays, with only dining plan students in the evenings and weekends. The school year is basically 7 months/year after considering breaks and statutory holidays.
- the demand and future potential for the Convenience store while the new housing community currently has only 96 students, and
- the desire to make the Paterson Centre a common social space with the Convenience store pulling all residence students there.

APPENDIX B
PROPOSED HOUSING RATES

Proposed Housing Rates 2004-2005

Recommendation	Rationale
<p>1) Increase rents by 4.00% for a net effect of 3.35% due to the rental guarantee. The rental guarantee is mostly affected by family townhome rental guarantees which are being phased out (grandfathered in 2001-2002). These rates are effective Sept. 1/2004 for single students, and July 1/2004 for townhome residents.</p>	<ul style="list-style-type: none"> - Inflation on supplies and contracts is estimated to be 2%. - Utility costs are an ongoing concern - see utility surcharge item \$70,000 in additional utilities was absorbed in fiscal 2002-03. There is an anticipated increase in utilities of approximately \$50,000 for 2004-2005. - 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. - The local market rentals will likely change in the next three to six months if there is an increase of utility costs, while our proposed rental rates remain in effect to 2005. - 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/03. - 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; e.g., Residence Life Programming and Residence Assistants.
<p>2) All other fees to remain at the 2003-2004 level.</p>	<ul style="list-style-type: none"> - Remaining fees are comparable to market rates and do not require adjustment.

Housing Services
October, 2003

**NOTES ACCOMPANYING
THE PROPOSED RESIDENCE RATES
FOR THE RESIDENCE YEAR 2004-2005**

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. = \$ 25.00
 U. of A. = \$175.00 = \$150.00 becomes 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 Change Proposed No changes are proposed to the existing schedule of charges.
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 and used as a 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. = \$125.00 / \$10.00 for mail key only
 U. of A. = \$35.00 / \$95 lock change
 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. = \$0.00
 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. = no refund if leaving at any time in mid-semester even when giving one month's notice
 U. of A. = no notice is per diem rate +one month (Traditional Rez)
 - \$300 + one month's rent
 L.C.C. = Less than 30 days charged \$100.00

7 MAIL BOX RENTAL:

No Change Proposed

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.

U. of L. = \$5.00 per month /\$60.00 Per Year (charged to non-residents and extra mailboxes only)

8 DAMAGE RECOVERY:

No Change Proposed

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.

9 PARKING CHARGES:

As per Campus Parking rates

U. of C. plug = \$453./8 mo. (56.63/mo.-single student only)

U. of A. plug = \$55.00/mo. - \$45 mo./ non-plug

L.C.C.non-plug = \$50.00/ semester)

10 SECURITY DEPOSIT:

No Change Proposed

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.

Single Students

U. of L. = \$200.00

U. of C. = n/c

U. of A. = \$150.00

L.C.C. = \$100.00

Family Housing

U. of L. = month rent U. of C. = month rent

U. of A. = \$150.00

L.C.C. = \$100.00

11 O.R.S. Fees

No Change Proposed

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 ORS. This fee does not create revenue for the Housing Services but for the O.R.S.

U. of L. = \$35.00 per semester

12 Utility Surcharge

No Change Proposed

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.

13 Rent Guarantee

No Change Proposed

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.

RENTAL RATES: (per person)

Comparative rates for other institutions are shown at current 2003-2004 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

\$210.00 (double)

\$316.00 (single)

\$358 .00 (suite large single)

U. of C. - current

\$198.00 (double)

\$343.00(large single)

U. of A. - current

\$230.00 (double)

\$377.00 (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	\$668.00 (1-bdrm)	\$428.00 (2-bdrm)	\$401.00 (4-bdrm)
U. of L. proposed	Single Student Townhomes		\$442.00 (4-bdrm)
U. of C. (phase 3) - current	\$674.00 (1-bdrm)	\$496.00 (2-bdrm)	\$509.00(4-bdrm)
U. of C. (phase 4) - current	n/a	\$518.00 (2-bdrm)	\$481.00(4-bdrm)
U. of A. (unfurnished) - current	\$653.00 (1-bdrm)	\$431.00 (2-bdrm)	\$330.00 (4-bdrm)
L.C.C. - current	n/a	\$376.00 (2-bdrm)	\$360.00 (4-bdrm units)
			\$410.00 (30th Ave. 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	\$645.00 (1-bdrm)¹	\$687.00 (2-bdrm)²	\$774.00 (3-bdrm)¹
U. of C. - current	\$670.00 (1-bdrm)	\$723.00 (2-bdrm)	\$750.00 (3-bdrm)
U. of A. - current	\$585.00(loft style)	\$567-618 (2-bdrm)	\$710-750 (3-bdrm)
L.C.C. - current	n/a	\$618.00 (2-bdrm)	n/a

¹ Includes in suite laundry and satellite television

² Includes satellite television

Housing Services
9/29/2003

**PROPOSED RESIDENCE RATES
FOR THE RESIDENCE YEARS 2004-2007**

MONTHLY RENTAL RATES:	2003-2004 PRESENT FEE	2004-2005 PROPOSED FEE	2005-2006 PROPOSED FEE	2006-2007 PROPOSED FEE	# ROOMS
DORMITORY (Per person per month - based on 8 months)					
Double Rooms	\$202	4.00% \$210	3.00% \$216	3.00% \$223	92
Single Rooms	\$291	\$303	\$312	\$321	1
Suite Single Rooms	\$304	\$316	\$326	\$335	79
Large Single Rooms	\$332	\$345	\$356	\$366	26
Suite Large Single Rooms	\$344	\$358	\$368	\$380	16
Total Dormitory Beds					214
APARTMENTS (Per person per month - based on 9.5 months)					
1 - Bedroom Apartment	\$642	4.00% \$668	3.00% \$688	3.00% \$708	16
2 - Bedroom Apartment	\$412	\$428	\$441	\$455	102
4-Bedroom Apartment	\$386	\$401	\$413	\$413	120
4 - Bedroom Townhomes	\$425	\$442	\$455	\$469	96
Total Apartment Beds					334
TOWNHOMES (Per unit per month - based on 12 months)					
1 - Bedroom Unit	\$620	4.00% \$645	3.00% \$664	3.00% \$684	2
2 - Bedroom Unit	\$661	\$687	\$708	\$729	43
3 - Bedroom Unit	\$744	\$774	\$797	\$821	6
2 - Bedroom Furnished Unit	\$822	\$855	\$881	\$907	1
Total Townhome Units					52
Total Single Beds					548
Total Family units					52

Terms of Accommodation Licenses for Single Students At Canadian Post-Secondary Institutions

Campus Housing operations provide three contract options for single students in terms of stay: 4-month (one semester), 8-month (two semesters), and 12-month terms. The most common contracted term is for 8 months reflecting the academic term from September to April. The University of Lethbridge Campus Housing provides an incentive for single students who choose 12-month contracts by ensuring that their accommodation rate will be frozen at the entry level until such time that they move out of Campus Housing. This strategy has increased the number of students staying over the summer months.

Conference & Event Services operates a summer hotel service in Campus Housing for events, groups, and individual stays thereby maximizing accommodation revenues for the entire 12 months.

Family Housing falls within the Residential Tenancy Act and all tenants are required to sign a 12-month lease.

In April, 2003 a survey of other institutions was taken to determine if there are any mandatory 12-month leases in single student housing. No mandatory 12-month contracts were found to be in place at any of the following institutions, while 8-month contracts are the norm.

Acadia University
Brandon University
Carleton University
Lakeland College
Luther College
Medicine Hat College
Northern Lights College
Queens University
Sherbrooke University
University of Alberta
University of Calgary
University of Victoria

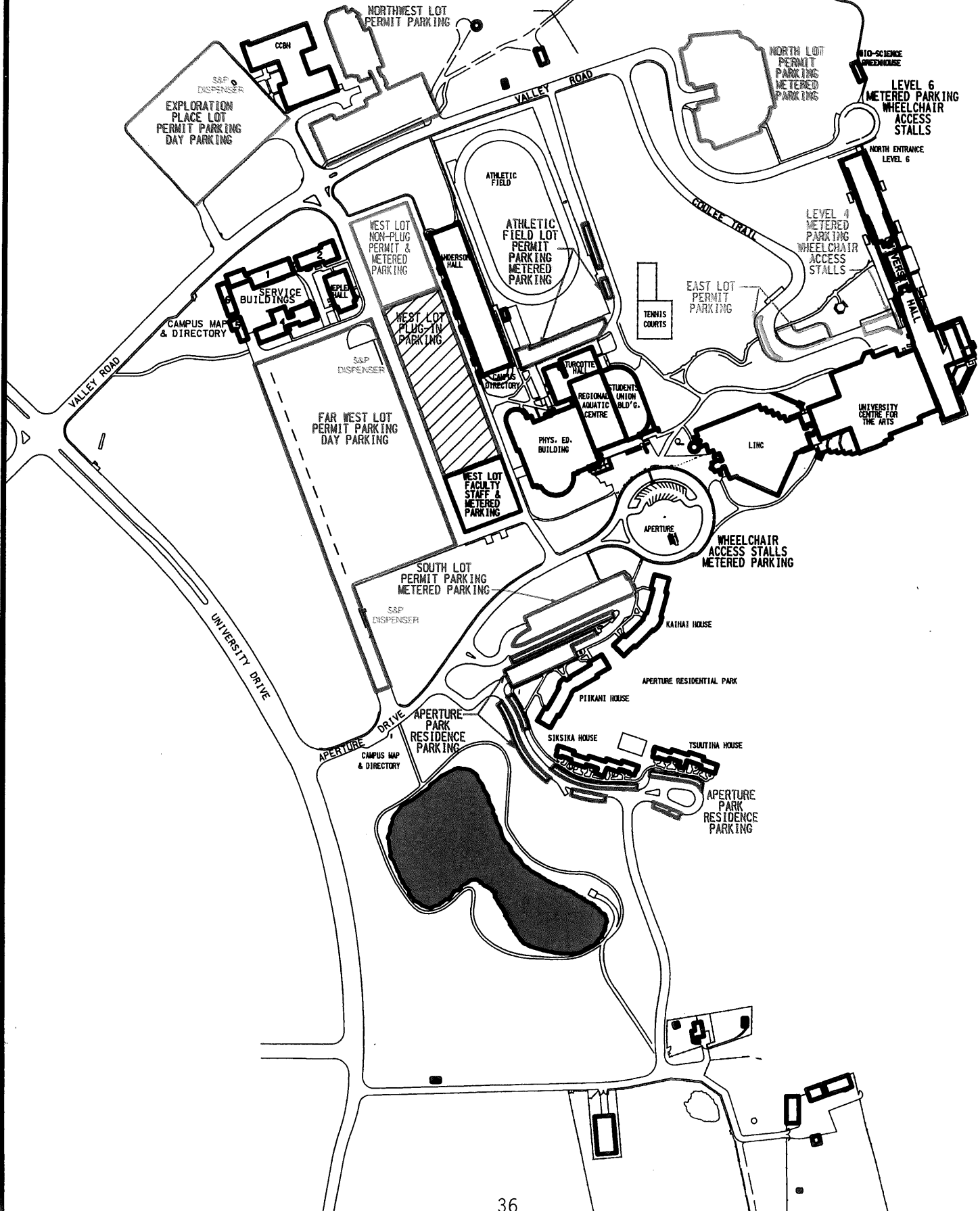
Augustana University College
Brock University
Grande Prairie College
Lethbridge Community College
McGill University
Mount Royal College
Olds College
Red Deer College
Simon Fraser University
University of British Columbia
University of Saskatchewan

Heather Mirau
November, 2003

APPENDIX C

UNIVERSITY OF LETHBRIDGE PARKING PERMIT AREAS

UNIVERSITY OF LETHBRIDGE PERMIT PARKING AREAS



APPENDIX D

**STUDENT FEE REVIEW COMMITTEE
MEMBERSHIP**

**The University of Lethbridge
Student Fee Review Committee
November, 2003**

Karen Clearwater - Chair, Associate Vice-President (Financial Planning)

Jerrad Kubik

Gorm Hansen

Gabe Hill

Scott McIntyre

Myron Wolfchild

Kelli McAllister

Ryan Gerstenbuhler

Greg Imeson

Ryan Lucas

Jen Rogan

Meaghan Farquharson

Darren Thresher

Dawn Sonfloo

Andrew Hewitt

Jen Pierce

Eamonn Lynch