

# **THE UNIVERSITY OF LETHBRIDGE**

## **2016-17 FEES AND RATES**



**November, 2015**

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**THE UNIVERSITY OF LETHBRIDGE**

**2016-17 FEES AND RATES**

**NOVEMBER 2015**

**INTRODUCTION**

Each year, recommendations for changes to fees and rates, including any policies governing fees and rates are recommended to the Board of Governors for approval. Throughout 2005 and early 2006 Advanced Education and Technology (AET) reviewed Alberta’s advanced education system. Included in this review was an analysis of the affordability of education conducted by a Learning Alberta Steering Committee. The Steering Committee made several recommendations concerning student fees which are described below in the Instructional Fees section of this report. As directed by Advanced Education and Technology in their 1995-96 Tuition Policy and the 2007 Tuition Fee Policy Guide, 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 fees charged to students.

The current Tuition Fee Regulations will expire on August 31, 2018.

Over the past few years, the University has made an effort to make the fee increases as consistent as possible across all units. The following guidelines were used when establishing the Fees and Rates Document this year based on known government information and contractual obligations. If fee increases different from the guideline provided for these categories are requested, sufficient backup to support the difference must be provided. If the rates changes are based on market rate comparatives the comparative data must be provided.

	2016/17	2017/18	2018/19
Tuition and other MNIF	0.00%	0.00%	0.00%
Labour rates (average)	5.00%	5.00%	5.00%
Rental rates	5.00%	5.00%	5.00%

The University also follows its Establishment of Student Fees Policy in setting fees - see Appendix G. Committee membership for the Student Fee Review Committee for 2015-16 is provided in Appendix I to this report.

# 1 NEW FEES AND RATES PROPOSED FOR 2016-17

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## 1.1 ULGSA – GRADUATE STUDENT REPRESENTATION FEE

This is a new fee proposed to cover the operating costs of the Ab-GPAC (Alberta Graduate Provincial Advocacy Council), a provincial lobbying and advocacy group for graduate students, and associated representation costs. Ab-GPAC is set up by the Graduate Students’ Association (GSAs) of four Comprehensive Academic and Research Institutions (CARI) (University of Lethbridge, Athabasca University, University of Alberta, University of Calgary) in Alberta. As per Ab-GPAC’s strategic financial plan, a fee of \$3.00 is to be charged to each graduate student of the member institutes. In addition, the U of L GSA is adding an amount of \$2.00 to the base fee to cover representation costs for in-person council meetings and meetings with government representatives. The U of L GSA is paying the first instalment of this fee from its operations budget. A referendum was held the last week of November, 2015 and the outcome was as follows: 17% of membership voted, 70% voted in favour of this fee. Supporting documentation for this new fee proposal can be found under Appendix E -1.

**Recommendation 1:**

**That the Graduate Student Representation fee for 2016-17 be approved effective April 1, 2016 as presented in Table I, and that the fee increases for 2017-18 and 2018-19 be approved in principle.**

TABLE I

Graduate Student Representation Fee					
Per Graduate Student					
	Proposed 2016-17	% Inc	Proposed 2017-18	% Inc	Proposed 2018-19
Graduate Student Representation Fee	5.00	0.00%	5.00	0.00%	5.00

## 1.2 POST-DOCTORAL FELLOW LABOUR MARKET IMPACT ASSESSMENT (LMIA) EXEMPTION FEE

Beginning February 21, 2015, and without notice, the University was required to submit an application for exemption of the LMIA for all international students who are offered a Post-Doctoral Fellowship at the U of L. Each application costs \$230 and the School of Graduate Studies (SGS) has been paying this fee without any commensurate adjustment to its operating budget. Additionally, this requirement has created an expansion of duties for two staff in the SGS. An additional \$20 per application is being requested to offset the time required for these expanded duties. This fee is to be paid either by the supervising faculty member or by the prospective Post-Doctoral Fellow. Subsequent increases will be requested in line with actual increases in costs.

**Recommendation 2:**

**That the Post-Doctoral Fellow LMIA Exemption Fee for 2016-17 be approved effective January 1, 2016 as presented in Table II, and that the fee increases for 2017-18 and 2018-19 be approved in principle.**

TABLE II

Post-Doctoral Fellow LMIA Exemption Fee					
Per International Post-Doctoral Fellow					
	Proposed	%	Proposed	%	Proposed
	2016-17	Inc	2017-18	Inc	2018-19
Post-Doctoral Fellow LMIA Exemption Fee	250.00	TBD	TBD	TBD	TBD

**1.3 MANAGEMENT – TRADING ROOM – FACILITY RENTAL/TECHNICAL CHARGE OUT RATES**

The Faculty of Management’s (F of M) Centre for Financial Market Research and Teaching (CFMRT) is a state-of-the-art facility in Markin Hall (M2040). Its mandate is to provide hands-on experience with financial markets to students, faculty, staff, and community members. This exposure increases the profile of the F of M and U of L to prospective students and donors. The F of M provides eligible community/not-for-profit (NFP) groups affordable rental rates when the space is available: most evenings and weekends. Other corporate/for-profit (FP) users are charged rates in accordance with Board-approved Conference & Event Services (CES) fee schedules.

In the past no fee has been charged for staff time that is necessary to support the use of this facility. The proposed rates are for two distinct user groups: community users (NFP) and corporate users (FP). Corporate users will follow the rental rates established by CES, while community users (NFP) will follow the proposed rates below. Because the U of L/F of M reap additional benefits (relationship building, increasing profile in the community, potential donor/sponsorship opportunities) when providing the services to the community (NFP) user groups, we propose to charge only one-half the staff charge out rate suggested for the corporate (FP) user groups. Currently, as the wear and tear of the facility is difficult to quantify, we are not recovering the costs of the use of technical equipment. All revenue collected will be directed exclusively to support the Financial Trading Room capital equipment maintenance and renewal.

**Recommendation 3:**

**That the Faculty of Management – Financial Trading Room – Facility Rental and Technical Charge Out Rates be approved effective April 1, 2016 as presented in Table III, and that the fee increases for 2017-18 and 2018-19 be approved in principle.**

TABLE III

Faculty of Management - Financial Trading Room - Facility Rental and Technical Charge Out Rates					
	Proposed 2016-17	% Inc	Proposed 2017-18	% Inc	Proposed 2018-19
<b>Corporate - For-Profit Users Fee Schedule</b>					
<b>Facility Rental Fee</b>					
Corporate Users (Daily)	Same as CES Trading Room Rate (M2044)				
<b>Staff Charge Out Rate</b>					
F of M Trading Room Support (per hour)*	35.40	5.00%	37.15	5.00%	39.00
<b>Community - Not-For-Profit Users Fee Schedule</b>					
<b>Facility Rental Fee</b>					
Corporate Users (Hourly)	20.00	5.00%	21.00	5.00%	22.05
Corporate Users (Daily)	Same as CES Classrooms/Lecture Theatres daily rate up to 50 ppl.				
<b>Staff Charge Out Rate</b>					
F of M Trading Room Support (per hour) (1/2 of Corporate Rate)	17.70	5.00%	18.60	5.00%	19.55
* CFMRT Manager and Technical Staff rates used avg. AUPE Grade 11 & 12 mid-point values					

#### 1.4 FACILITIES - PARKING RATES – ROVER & EVENT PARKING

It is proposed that a fee for rover permits issued to departments/contractors and individuals be re-introduced. Rover permits were in place years ago but in recent years there has not been a charge for this type of permit. This fee is designed to limit the number of rover permits and make them available only to those who can provide sufficient justification that the rover permit is needed for personnel to adequately perform their job function. Currently, a total of 251 annual rover permits are in circulation; 69 are assigned to individuals, 22 allocated to departments and 160 allocated to external services, which includes both visitors and contractors. The volume of rover permits in circulation is directly contributing to the complaints of overselling of lots. Based on the current rover permits issued, estimated rover permit revenue of \$92,500 would be realized. Holders of Lot I and Reserved Stall holders will be exempted from this fee because these stall holders are paying a premium for these reserved stalls.

It is proposed that individuals who have a valid parking permit will be assessed an additional \$100 per year for a rover permit and departments or contractors who do not have a parking permit will be assessed \$500 for each rover permit.

It is proposed that a fee be implemented to formalize daily rates for event parking on campus that recognize the extended use and vehicle numbers on campus attending University sponsored events and external facility rentals. The proposed rates will provide a formalized pricing index to assist departments and visitors with budgeting for on campus events, as well as provide revenue to the parking system to help keep regular permit prices as low as possible. Events booked via Conference and Event Services will be negotiated on a case by case basis.

#### Recommendation 4:

**That the Rover and Event Parking fees for 2016-17 be approved effective September 1, 2016 as presented in Table IV, and that the fee increases for 2017-18 and 2018-19 be approved in principle.**

TABLE IV

PARKING RATES - ROVER & EVENT PARKING					
	Proposed 2016-17	% Inc	Proposed 2017-18	% Inc	Proposed 2018-19
Rover Permit (Individual) - Per Year	100.00	0.00%	100.00	0.00%	100.00
Rover Permit (Department/Contractor) - Per Year	500.00	6.00%	530.00	6.00%	561.80
Event Parking <49	\$4.00/vehicle	0.00%	\$4.00/vehicle	0.00%	\$4.00/vehicle
Event Parking 50-99	\$3.50/vehicle	0.00%	\$3.50/vehicle	0.00%	\$3.50/vehicle
Event Parking 100-249	\$3.00/vehicle	0.00%	\$3.00/vehicle	0.00%	\$3.00/vehicle
Event Parking >250	\$2.50/vehicle	0.00%	\$2.50/vehicle	0.00%	\$2.50/vehicle

## 2 INSTRUCTIONAL FEES

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### 2.1 TUITION FEES

On June 18, 2015 the provincial government announced a freeze on Tuition Fees and Mandatory Non-Instructional Fees (MNIF) for the 2015-16 & 2016-17 academic years. Mandatory fees are fees that are directly paid to the institution and are required in order to complete a particular program of study. Fees paid to, or determined by a third party (e.g. transit pass fees, health & dental fees, student association fees), or fees that are optional (e.g. parking, student residence fees, textbooks, locker rental) are not a MNIF and will not be subject to the freeze.

The Public Post-Secondary Institutions' Tuition Fee Regulation was approved by Cabinet on August 20, 2015. The amendment includes provisions to freeze tuition and Mandatory Non-Instruction Fees (MNIF) for the 2015-16 and 2016-17 academic years at levels no greater than the fees charged during the 2014-15 academic year.

Tuition fees are defined in the Tuition Fee Regulations as fees identified in the institution's academic calendar or in a supplement to its academic calendar as tuition fees or fees for instruction for courses that are part of a program approved by the Minister.

The annualized Alberta Consumer Price Index for June 2015 was 1.7% and it is proposed that all non-tuition and non-MNIF fees increase by CPI. Please see Appendix E-6 for supporting documentation.

#### **Recommendation 5:**

**That the fees for instruction for 2016-17 be approved effective April 1, 2016 as presented in Table V, and that the fee increases for 2017-18 to 2018-19 be approved in principle.**



TABLE V

INSTRUCTIONAL FEES									
(Per Course Fees)									
	Actual 2013-14	Actual 2014-15	Actual 2015-16	% Inc	Proposed 2016-17	% Inc	Proposed 2017-18	% Inc	Proposed 2018-19
<b>Undergrad</b>									
Canadian	492.50	497.40	497.40	0.00%	497.40	0.00%	497.40	0.00%	497.40
International (Students admitted and beginning program PRIOR to September 2013)	1,115.00	1,126.15	1,150.95	1.70%	1,170.50	1.70%	1,190.40	1.70%	1,210.65
International	1,477.50	1,492.25	1,525.10	1.70%	1,551.05	1.70%	1,577.40	1.70%	1,604.20
<b>Graduate</b>									
Canadian	578.00	583.75	583.75	0.00%	583.75	0.00%	583.75	0.00%	583.75
International	1,289.00	1,301.90	1,330.55	1.70%	1,353.15	1.70%	1,376.15	1.70%	1,399.55
<b>Co-op Fees</b>									
	615.95	622.10	622.10	0.00%	622.10	0.00%	622.10	0.00%	622.10
<b>M.A./M.Sc./M/Mus./M.F.A. and Ph.D. Program</b>									
Canadian Program Fee	1,926.67	1,945.83	1,945.83	0.00%	1,945.85	0.00%	1,945.85	0.00%	1,945.85
International Program Fee	4,296.67	4,339.67	4,435.17	1.70%	4,510.55	1.70%	4,587.25	1.70%	4,665.25
Canadian Continuation Fee	578.00	583.75	583.75	0.00%	583.75	0.00%	583.75	0.00%	583.75
International Continuation Fee	1,289.00	1,301.90	1,330.55	1.70%	1,353.15	1.70%	1,376.15	1.70%	1,399.55
Canadian Part time Participation Fee	1,252.33	1,264.79	1,264.79	0.00%	1,264.79	0.00%	1,264.79	0.00%	1,264.79
International Part time Participation Fee	2,792.83	2,820.78	2,882.86	1.70%	2,931.85	1.70%	2,981.70	1.70%	3,032.40
<b>M.Sc. (Management)</b>									
Canadian Program- full time	3,200.00	3,200.00	3,200.00	0.00%	3,200.00	0.00%	3,200.00	0.00%	3,200.00
Canadian Program - part time	1,600.00	1,600.00	1,600.00	0.00%	1,600.00	0.00%	1,600.00	0.00%	1,600.00
International Program - full time	6,400.00	6,400.00	6,400.00	1.70%	6,508.80	1.70%	6,619.45	1.70%	6,732.00
International Program - part time	3,200.00	3,200.00	3,200.00	1.70%	3,254.40	1.70%	3,309.70	1.70%	3,365.95
Canadian Continuation Fee - full time	578.00	583.75	583.75	0.00%	583.75	0.00%	583.75	0.00%	583.75
Canadian Continuation Fee - part time	289.00	291.90	291.90	0.00%	291.90	0.00%	291.90	0.00%	291.90
International Continuation Fee - full time	1,289.00	1,301.90	1,330.55	1.70%	1,353.15	1.70%	1,376.15	1.70%	1,399.55
International Continuation Fee - part time	644.50	650.95	650.95	1.70%	662.00	1.70%	673.25	1.70%	684.70
<b>Master of Nursing</b>									
Canadian Program Fee	n/a	356.00	356.00	0.00%	356.00	0.00%	356.00	0.00%	356.00
International Program Fee	n/a	804.55	822.25	1.70%	836.25	1.70%	850.45	1.70%	864.90
Canadian Course Fee	n/a	603.00	603.00	0.00%	603.00	0.00%	603.00	0.00%	603.00
International Course Fee	n/a	1,362.75	1,392.75	1.70%	1,416.45	1.70%	1,440.55	1.70%	1,465.05
<b>M.Ed Fees</b>									
Canadian Program Fee	341.00	344.40	344.40	0.00%	344.40	0.00%	344.40	0.00%	344.40
International Program Fee	767.25	774.90	791.95	1.70%	805.40	1.70%	819.10	1.70%	833.00
Canadian Course Fee	578.00	583.75	583.75	0.00%	583.75	0.00%	583.75	0.00%	583.75
International Course Fee	1,300.50	1,313.50	1,342.40	1.70%	1,365.20	1.70%	1,388.40	1.70%	1,412.00
<b>Master of Counselling</b>									
Canadian Program Fee	525.00	530.25	530.25	0.00%	530.25	0.00%	530.25	0.00%	530.25
International Program Fee	1,181.25	1,193.05	1,219.30	1.70%	1,240.05	1.70%	1,261.15	1.70%	1,282.60
Canadian Course Fee	1,150.00	1,161.50	1,161.50	0.00%	1,161.50	0.00%	1,161.50	0.00%	1,161.50
International Course Fee	2,587.50	2,613.35	2,670.85	1.70%	2,716.25	1.70%	2,762.45	1.70%	2,809.40
<b>Doctor of Philosophy in Education</b>									
Canadian Term Fee	n/a	n/a	2,083.35	0.00%	2,083.35	0.00%	2,083.35	0.00%	2,083.35
International Term Fee	n/a	n/a	4,791.70	1.70%	4,873.15	1.70%	4,956.00	1.70%	5,040.25
Canadian Continuation Fee	n/a	n/a	625.00	0.00%	625.00	0.00%	625.00	0.00%	625.00
International Continuation Fee	n/a	n/a	1,437.50	1.70%	1,461.95	1.70%	1,486.80	1.70%	1,512.10

\* Note that small variances in fees charged may be due to system rounding

## 2.2 FACULTY OF FINE ARTS MUSIC ENSEMBLE PARTICIPATION FEE

The Music Ensemble Participation fee is charged to U of L students and community members participating in any ensemble on a non-credit basis.

### Recommendation 6:

That the Music Ensemble Participation Fee for 2016-17 be approved effective April 1, 2016 as presented in Table VI, and that the fee increases for 2017-18 to 2018-19 be approved in principle.

TABLE VI

MUSIC ENSEMBLE PARTICIPATION FEE								
Per Semester								
	Actual	Actual	%	Proposed	%	Proposed	%	Proposed
	2014-15	2015-16	Inc	2016-17	Inc	2017-18	Inc	2018-19
Music Ensemble Participation Fee	120.00	126.00	4.75%	132.00	5.30%	139.00	5.05%	146.00

### 2.3 FACULTY OF FINE ARTS INSTRUMENT/EQUIPMENT DAMAGE DEPOSIT

The Faculty of Fine Arts owns musical instruments and other equipment that is loaned to students for various classes including Music Studio, Photography, Printmaking and audio production. Equipment loaned to students is sometimes returned damaged or not returned at all. As well, this equipment requires maintenance such as sharpening blades, tuning, etc. The damage deposit will be collected from any student wishing to borrow equipment. If the equipment is not returned, the University would invoice the student for the replacement of the equipment.

#### Recommendation 7:

**That the Fine Arts Damage Deposits for 2016-17 be approved effective April 1, 2016 as presented in Table VII, and that the fee increases for 2017-18 to 2018-19 be approved in principle.**

TABLE VII

FINE ARTS DAMAGE DEPOSIT								
	Actual	Actual	%	Proposed	%	Proposed	%	Proposed
	2014-15	2015-16	Inc	2016-17	Inc	2017-18	Inc	2018-19
Musical Instrument	52.50*	55.00*	4.90%	57.70*	4.80%	60.50*	5.00%	63.50*
Art Equipment (still cameras, printmaking tool kits, etc.)	52.50*	55.00*	4.90%	57.70*	4.80%	60.50*	5.00%	63.50*
New Media Equipment (cameras, light kits, etc.)	52.50*	55.00*	4.90%	57.70*	4.80%	60.50*	5.00%	63.50*
Digital Audio Arts Equipment (portable audio capture package)	52.50*	55.00*	4.90%	57.70*	4.80%	60.50*	5.00%	63.50*
* 50% of fee is refundable; remainder retained for equipment maintenance and labour costs								

## 3 ADMINISTRATIVE FEES

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### 3.1 APPLICATION FEE

A change has been proposed that the application fee will apply to all applicants to U of L programs, including First Nations Transition Program (FNTF). Current practice is to waive the application fee for FNTF applicants. This application fee will be effective for the Fall 2017 FNTF applicants.

An increase is being proposed this year to the application fee for applicants with international educational history to reflect the additional resources necessary to process these applications. Please see Appendix E - 2 for a comparative study of application fees charged at western Canadian Universities.

**Recommendation 8:**

The application fee will apply to all applicants to U of L programs, including First Nations Transition Program (FNTP) applicants. Board Finance Committee recommends that this waiver continues for 2016-17 and is tabled for review for the proposed 2017-18 Fees and Rates.

**Recommendation 9:**

That the Application for Admission fee be increased effective May 2, 2016 for international graduate/postgraduate applications and September 1, 2016 for international undergraduate applications, as presented in Table VIII and that the fee increases for 2017-18 to 2018-19 be approved in principle.

TABLE VIII

APPLICATION FEE								
	Actual 2014-15	Actual 2015-16	% Inc	Proposed 2016-17	% Inc	Proposed 2017-18	% Inc	Proposed 2018-19
International Application Fee	100.00	100.00	40.00%	140.00	0.00%	140.00	0.00%	140.00

### 3.2 REGISTRATION CANCELLATION FEE (POLICY CHANGE)

Our current practice is to assess students who have only paid the tuition deposit by the fee deadline the tuition deposit plus 20% compulsory fees. A change to policy is requested to remove the 20% compulsory fee charge. This is a manual and inefficient process that results in a significant amount of time spent with students challenging the assessment of fees. Lost revenue for the U of Lethbridge Students' Union (ULSU), CKXU, Lethbridge Public Interest Research Group (LPIRG) & the Women's Centre would be minimal – in Fall 2014 the total manual adjustment for 76 students was \$800.

**Recommendation 10:**

**Approve that the 20% compulsory fee charged to students when have their classes and services access revoked due to non-payment after the fee deadline be removed effective April 1, 2016.**

### 3.3 OPEN STUDIES REFUNDS (POLICY CHANGE)

Our current policy is to refund the \$20 Open Studies fee paid by summer students who subsequently are admitted to a fall semester program. The refund is manually applied to student accounts upon notification of program acceptance in October of each year. With this occurring after the fee deadline, the process generally puts student accounts in credit balances. If the student does not enrol in the spring semester, credit balances require administration to attempt tracking down the student and process cheque refunds, which have a high likelihood of becoming stale dated cheques. This change will provide fee consistency with 4 month terms as the \$20 Open Study fee is non-refundable when paid in Fall and Spring. The impact to the student will be minimal (Fall 2014 refund was \$2,260 – 113 students and Fall 2013 refund was \$2,040 – 102 students).

**Recommendation 11:**

**That the policy to refund the \$20 Open Studies fee paid by summer students who subsequently are admitted to a fall semester program be discontinued effective for the 2016/17 academic year.**

**3.4 SUMMER COMPULSORY STUDENT FEE ASSESSMENT (POLICY CHANGE)**

The current process assesses 1/3 of the approved fee to a student for each of the three summer sessions based on their enrolment in each term which means that a student would only incur 100% of the approved fee if they attended all three summer sessions. The proposed policy change would assess the total compulsory fees once to a student if they are enrolled in any of the three summer sessions. This means a student will be assessed one flat fee for the summer regardless of whether they register in one, two or all three of the summer sessions. Compulsory student fees are Student Union Fees, 1<sup>st</sup> Choice Savings Centre for Sport & Wellness Contribution, CKXU Radio Fee, and the Graduate Student Association Fee. This change will streamline student statements as currently students enrolled in all three summer sessions are assessed three charges for each compulsory fee. This change will provide consistency as all compulsory fees will be assessed as one charge per 4 month term.

**Recommendation 12:**

**That the update to the current fee policy to assess one flat rate for compulsory student fees to students in the summer session(s) be approved effective April 1, 2016.**

**3.5 WITHDRAWAL REFUND DEADLINE (TUITION) – (POLICY CHANGE)**

A change to tuition assessed for withdrawn classes in all semesters is being proposed as follows (Fall semester dates provided to illustrate the policy):

Tuition Fee Refund						
	Current Tuition Refunds	Proposed Tuition Refunds	U of A Tuition Refunds	U of C Tuition Refunds	LC Tuition Refunds	Mt. Royal Tuition Refunds
Drop Class by: One week (7 days) prior to Fee Deadline e.g. for Fall 2015 - Pre September 24 (extended drop date)	100% to Sept 15 80% Sept 16-Oct 1	100%	100% to Sept 15 50% Sept 16-Sept 30	100% to Sept 18	100% to Sept 16 \$50/course Sept 16-29	100% to Sept 16
Post extended drop date e.g. for Fall 2015 - Post September 24	50% Oct 2-Nov 15 0.00% Nov 16 onward	0.00%	0.00% > Oct 1	0.00% > Sept 19	0.00% > Sept 30	0.00% > Sept 17

This change will bring consistency to tuition refund rules across all semesters and realign our policy with the Alberta post-secondary sector norms. This change will also tie the assessment of tuition fees to existing course enrolment timelines, while still providing an extended drop period with no tuition fee reduction. Compulsory fees are assessed 100% after the Add/Drop date with no reduction due to withdrawals, and this current practice will be maintained.

**Recommendation 13:**

**That the change to the withdrawal tuition refund deadline policy be approved so that students who withdraw from a course or courses one week (7 days) prior to the Fee Deadline will not be assessed tuition, and withdrawals occurring after the Fee Deadline will be assessed 100% of tuition, effective April 1, 2016.**

## 4 FACILITIES

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### 4.1 PARKING RATES

Parking Services is a full cost recovery operation. The revenue generated through parking fees is used to accommodate projected capital costs for repairs, maintain roadways, parking lots and pathways, Safewalk operations, operating costs including utilities, a portion of security services, and to fund proposed additions to campus parking facilities. The average proposed increase to annual permit prices for 2016-17 in student commuter and resident parking areas is 6%. Proposed increases for 2016-17 for high demand and preferred lots will also be increased by about 6% with the exception of Lot F which will increase by 23% to bring it in line with rates charged in neighbouring parking areas. Attached is a map of the various parking areas on campus. Please see Appendix E – 3 for supporting documentation.

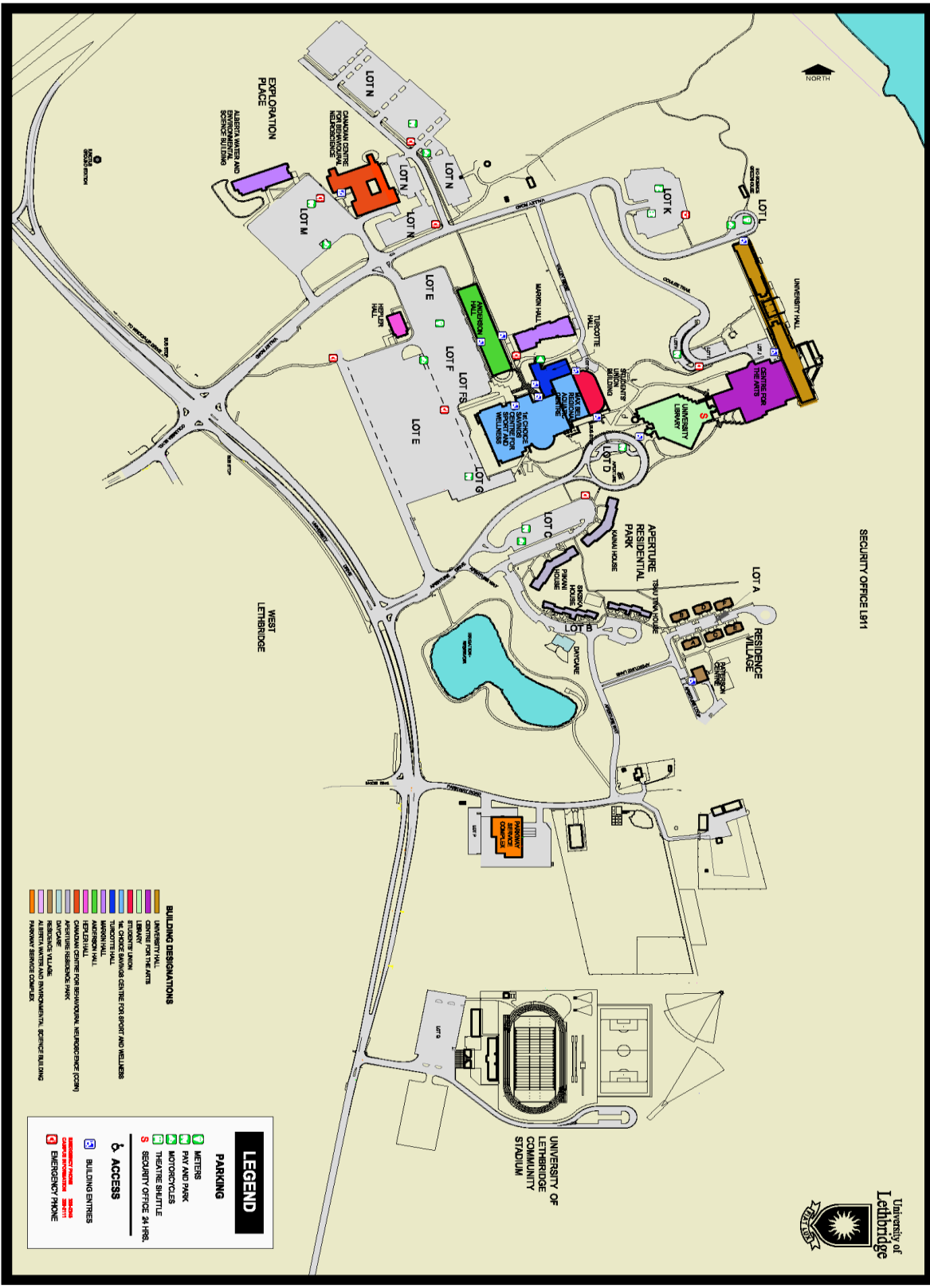
**Recommendation 14:**

**That the parking rates for 2016-17 as detailed in Table IX be approved effective September 1, 2016 and the parking rates for 2017-18 to 2018-19 be approved in principle.**

TABLE IX

PARKING RATES										
Per Year										
Parking Lot	Service Provided	Actual 2013-14	Actual 2014-15	Actual 2015-16	% Inc	Proposed 2016-17	% Inc	Proposed 2017-18	% Inc	Proposed 2018-19
Lot A, B Resident Rate	Plug-in Stalls	485.00	514.00	545.00	6.42%	580.00	6.03%	615.00	5.69%	650.00
Lot B Resident Rate	Non-Plug Stalls	325.00	344.50	365.00	5.48%	385.00	6.49%	410.00	6.10%	435.00
Lot C Resident Rate	Non-Plug Stalls	325.00	344.50	365.00	5.48%	385.00	6.49%	410.00	6.10%	435.00
Lot C, H, K	Location/Non-Plug Stalls	500.00	530.00	636.00	6.13%	675.00	5.93%	715.00	5.59%	755.00
Lot E	Non-Plug Stalls	370.00	392.25	470.00	6.38%	500.00	6.00%	530.00	5.65%	560.00
Lot E, K Resident Rate	Non-Plug Stalls	325.00	344.50	365.00	5.48%	385.00	6.49%	410.00	6.10%	435.00
Lot F	Location/Non-Plug Stalls	370.00	392.25	470.00	23.40%	580.00	23.28%	715.00	5.59%	755.00
Lot FS	Plug-in Stalls	485.00	514.00	636.00	6.13%	675.00	5.93%	715.00	5.59%	755.00
Lot M, N, R	Non-Plug Stalls	325.00	344.50	365.00	5.48%	385.00	6.49%	410.00	6.10%	435.00
Lot I & Reserved Stalls	Location	640.00	678.50	810.00	6.17%	860.00	5.81%	910.00	5.49%	960.00
Handicap Placard Holder	Location	325.00	344.50	365.00	5.48%	385.00	6.49%	410.00	6.10%	435.00
Monthly - M, N	Paved	46.00	48.75	60.00	8.33%	65.00	7.69%	70.00	14.29%	80.00
Monthly - E, K	Location/Paved	53.00	56.00	65.00	7.69%	70.00	7.14%	75.00	13.33%	85.00
Parkings Dispensers M,N	Location	\$1.00/hr	\$1.50/hr	\$1.50/hr	0.00%	\$1.50/hr	0.00%	\$1.50/hr	0.00%	\$1.50/hr
Parking Dispensers C,D,G,H,K,L	Location	\$1.00/hr	\$1.50/hr	\$1.50/hr	33.33%	\$2.00/hr	0.00%	\$2.00/hr	0.00%	\$2.00/hr
1/2 Day Permits E,M,N	Paved	4.00	6.00	6.00	0.00%	6.00	0.00%	6.00	0.00%	6.00
Daily Permits E,M,N	Paved	6.00	9.00	9.00	11.11%	10.00	0.00%	10.00	0.00%	10.00
Weekly Permits E,M,N	Paved	24.00	36.00	36.00	11.11%	40.00	12.50%	45.00	11.11%	50.00
Retired F/S Permits	Location	45.00	45.00	45.00	22.22%	55.00	9.09%	60.00	8.33%	65.00
Permit Replacements	N/A	30.00	30.00	30.00	33.33%	40.00	12.50%	45.00	22.22%	55.00

Note: Semester passes are available at 45% of the annual rate for all lots, and eight month passes are available at 80% of the annual rate.



**LEGEND**

**PARKING**

- METERS
- PAY AND PARK
- MOTORCYCLES
- THEATRE SHUTTLE
- SECURITY OFFICE 24 HRS.

**ACCESS**

- BUILDING ENTRIES
- CHANGING ROOMS
- EMERGENCY PHONE

## 5 HEALTH CENTRE

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### 5.1 HEALTH CENTRE PHYSICIAN FEES

For most Health Centre clients, the Alberta Health Care Insurance Plan (AHCIP) or alternate health care insurance plan provides cost coverage for the physician visit and associated costs. There are instances where AHCIP or its equivalent does not cover certain costs and in these instances it is necessary to apply appropriate charges. The Health Centre follows the Alberta Medical Association yearly guidelines for uninsured services.

**Recommendation 15:**

**That the proposed adjustments to the Health Centre Fee for 2016-17, as indicated in Table X, be approved for implementation April 1, 2016 and the rate adjustments for the years 2017-18 to 2018-19 be approved in principle.**

TABLE X

HEALTH CENTRE PHYSICIAN FEES									
	Actual 2013-14	Actual 2014-15	Actual 2015-16	% Inc	Proposed 2016-17	% Inc	Proposed 2017-18	% Inc	Proposed 2018-19
All Non Insured Services	Fee mirrors charges as per Alberta Medical Association Guide to Uninsured Services 2013	Fee mirrors charges as per Alberta Medical Association Guide to Uninsured Services 2014	Fee mirrors charges as per Alberta Medical Association Guide to Uninsured Services 2015	Determined by AMA Guide	Fee mirrors charges as per Alberta Medical Association Guide to Uninsured Services 2016	Determined by AMA Guide	Fee mirrors charges as per Alberta Medical Association Guide to Uninsured Services 2017	Determined by AMA Guide	Fee mirrors charges as per Alberta Medical Association Guide to Uninsured Services 2018

## 6 SPORTS AND RECREATION SERVICES (SRS)

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### 6.1 LOCKER RENTAL RATES

SRS administers the locker rentals in the 1<sup>st</sup> Choice Savings Centre for Sport & Wellness, all of the text book lockers across the campus, and the bicycle lockers. The locker rental service is run as a cost recovery operation. These rates contribute to the recovery of the cost of the service, particularly the cost of facilities staff and future locker capital replacement expenses. It is proposed that the fees as provided in Table XI be approved to help offset these increased costs.

**Recommendation 16:**

**That the locker rates for 2016-17 as detailed in Table XI be approved effective May 1, 2016, and the locker rates for 2017-18 to 2018-19 be approved in principle.**



TABLE XI

LOCKER RENTAL RATES									
	Actual	Actual	Actual	%	Proposed	%	Proposed	%	Proposed
	2013-14	2014-15	2015-16	Inc	2016-17	Inc	2017-18	Inc	2018-19
Locker with Towel Service									
Half-size, 1 semester	26.00	27.25	28.50	5.00%	30.00	5.00%	31.50	5.00%	33.00
Half-size, 2 semesters	44.50	46.75	49.00	5.00%	51.50	5.00%	54.00	5.00%	56.75
Half-size, year	66.00	69.25	72.75	5.00%	76.50	5.00%	80.25	5.00%	84.25
Full size, 1 semester	34.25	36.00	37.75	5.00%	39.75	5.00%	41.75	5.00%	43.75
Full size, 2 semesters	58.50	61.50	64.50	5.00%	67.75	5.00%	71.25	5.00%	74.75
Full size, year	78.00	82.00	86.00	5.00%	90.25	5.00%	94.75	5.00%	99.50
Deposit	20.00	20.00	20.00	0.00%	20.00	0.00%	20.00	0.00%	20.00
Bicycle Lockers									
One size, 1 semester	25.00	27.25	29.50	5.00%	31.00	5.00%	32.50	5.00%	34.25
One size, 2 semesters	46.00	46.75	48.50	5.00%	51.00	5.00%	53.50	5.00%	56.25
One size, 1 year	65.00	69.25	73.75	5.00%	77.50	5.00%	81.50	5.00%	85.50
Deposit	25.00	25.00	25.00	0.00%	25.00	0.00%	25.00	0.00%	25.00
Textbook lockers per semester	22.50	23.75	25.00	5.00%	26.25	5.00%	27.50	5.00%	29.00
Coin operated lockers	0.25	0.25	0.25	0.00%	0.25	0.00%	0.25	0.00%	0.25
Deposit	10.00	10.00	10.00	0.00%	10.00	0.00%	10.00	0.00%	10.00

## 6.2 INTRAMURAL TEAM FACILITY CHARGE

Recreation Services charges a non-refundable fee 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 to allow for more intramural participants and more game time.

Off campus facilities includes the Lethbridge Soccer Centre (indoor soccer & ultimate frisbee), Nicholas Sheran Arena (ice hockey) and Plaza 1 (gymnastics, aikido, dance and Kinesiology physical activities).

### Recommendation 17:

**That effective April 1, 2016 the fee increases for 2016-17 as indicated in Table XII be approved and that the increases for 2017-18 to 2018-19 be approved in principle.**

TABLE XII

INTRAMURAL TEAM FACILITY CHARGE									
(Per sport/Per semester)									
	Actual	Actual	Actual	%	Proposed	%	Proposed	%	Proposed
	2013-14	2014-15	2015-16	Inc	2016-17	Inc	2017-18	Inc	2018-19
Team Charge	187.50	197.00	207.00	5.00%	217.00	5.00%	228.00	5.00%	239.00
<i>This is a per team rate, split amongst an average of 10 members/team</i>									

### 6.3 STUDENT ARS FEE/1<sup>ST</sup> CHOICE SAVINGS CENTRE FOR SPORT AND WELLNESS MEMBERSHIP

Student Athletic and Recreation Services (ARS) fees and One Pass membership revenue currently provides funds to operate Sport and Recreation Services facilities and programs, including Pronghorn Athletics. Through these fees, students and members have access to the Max Bell Pool, the Community Sports Stadium and all facilities within the 1<sup>st</sup> Choice Savings Centre for Sport & Wellness during scheduled open times. This also includes access to basic fitness classes and discounted rates at City of Lethbridge pools during specified times. Additionally, this membership entitles the students and members to receive a reduction on the cost of tickets for Pronghorn games, intramurals, and non-credit recreation programs offered by the University.

Revenue from ARS fees and One Pass Memberships fund a portion of the staffing expenses (including overtime for longer daily hours and holidays and weekend staff rates) of our recreation facilities, and the ARS fees assist with some of the travel and operational costs of Pronghorn Athletics. There is no increase for the student portion of ARS fees being proposed for 2016-17 as per the freeze on Mandatory Non-Instructional Fees (MNIF). See Appendix E-4 for market comparatives.

#### Recommendation 18:

**That effective April 1, 2016 the fees for 2016-17, as indicated in Table XIII, be approved and the fees for 2017-18 to 2018-19 be approved in principle.**

TABLE XIII

1st CHOICE SAVINGS CENTRE FOR SPORT AND WELLNESS MEMBERSHIP FEES									
	Actual 2013-14	Actual 2014-15	Actual 2015-16	% Inc	Proposed 2016-17	% Inc	Proposed 2017-18	% Inc	Proposed 2018-19
<b>Semester Pass</b>									
Student: Full-time (mandatory)	86.95	90.40	90.40	0.00%	90.40	5.00%	95.00	5.00%	99.75
Student: Part-time (mandatory)	65.20	67.80	67.80	0.00%	67.80	5.00%	71.25	5.00%	74.75
Faculty and Staff	127.05	138.50	138.50	5.00%	145.50	5.00%	152.75	5.00%	160.50
Alumni/senior/youth	155.65	163.50	163.50	5.00%	171.75	5.00%	180.25	5.00%	189.25
Community Adult	195.30	205.00	205.00	5.00%	215.25	5.00%	226.00	5.00%	237.25
<b>Monthly Pass</b>									
Student	24.70	25.70	25.70	0.00%	25.70	11.00%	28.50	5.00%	30.00
Faculty and Staff	35.95	39.25	39.25	5.00%	41.25	5.00%	43.25	5.00%	45.50
Alumni/senior/youth	44.10	46.25	46.25	6.00%	49.00	5.00%	51.50	5.00%	54.00
Community Adult	55.40	58.25	58.25	5.00%	61.25	5.00%	64.25	5.00%	67.50
<b>Annual Pass</b>									
Faculty and Staff	337.30	367.50	367.50	5.00%	386.00	5.00%	405.25	5.00%	425.50
Alumni/senior/youth	413.95	434.75	434.75	5.00%	456.50	5.00%	479.25	5.00%	503.25
Community Adult	518.70	544.75	544.75	5.00%	572.00	5.00%	600.50	5.00%	630.50
<b>Daily Pass</b>									
Community Adult	7.75	8.25	8.75	6.00%	9.25	5.00%	9.75	5.00%	10.25
Alumni/senior/youth	5.75	6.00	6.50	4.00%	6.75	4.00%	7.00	7.00%	7.50
Children 3 to 13	3.00	3.25	3.50	7.00%	3.75	7.00%	4.00	6.00%	4.25
Family (max 5)	16.50	17.25	18.00	6.00%	19.00	5.00%	20.00	5.00%	21.00
<b>Ten Punch Pass</b>									
Community Adult	62.00	65.75	70.00	5.80%	74.00	5.00%	77.75	5.00%	81.75
Alumni/senior/youth	46.00	48.00	52.00	4.00%	54.00	4.00%	56.25	7.00%	60.25
Children 3 to 13	24.00	26.00	28.00	7.00%	30.00	7.00%	32.00	6.00%	34.00
Family (max 5)	132.00	138.50	144.00	5.50%	152.00	5.00%	159.50	5.00%	167.50
Percentage increases of other than 5% are due to rounding proposed rates to the nearest .25.									

## 7 UNIVERSITY OF LETHBRIDGE STUDENTS' UNION (ULSU)

### 7.1 ULSU FEES

Through a student referendum held in Spring 2011, the students voted in favour of an increase to the annual ULSU fees collected from all undergraduate students at a rate tied to the Consumer Price Index (CPI) as determined by Statistics Canada, in order to account for annual inflation. The CPI will be calculated based upon the annual average Alberta CPI using a twelve month period ending in June.

#### **Recommendation 19:**

**That effective April 1, 2016 the increase to the ULSU Operations, Capital Replacement Fund, and Building Fund fees be approved as presented in Table XIV be approved and that the increases based on CPI be approved in principle for the years 2017-18 to 2018-19.**

TABLE XIV

UNIVERSITY OF LETHBRIDGE STUDENTS' UNION FEE									
Per Semester									
	Actual	Actual	Actual	%	Proposed	%	Proposed	%	Proposed
	2013-14	2014-15	2015-16	Inc	2016-17	Inc	2017-18	Inc	2018-19
ULSU Operations Fee	29.35	29.64	30.29	1.70%	30.80	CPI	TBD	CPI	TBD
Capital Replacement Fund	5.45	5.50	5.62	1.70%	5.72	CPI	TBD	CPI	TBD
Building Fund	28.65	28.79	29.42	1.70%	29.92	CPI	TBD	CPI	TBD
Health Plan	135.00	136.35	136.35	0.00%	136.35	CPI	TBD	CPI	TBD
Dental Plan	110.00	111.10	111.10	0.00%	111.10	CPI	TBD	CPI	TBD
*ULSU Student referendum held in Spring 2011 passed an annual increase to the operations fee equal to CPI for every year using the same CPI figure which determines the cap for tuition increases.									

With the proposed policy change to the Summer Compulsory Student Fee assessment a new flat rate fee was developed that charges students enrolled in the summer a flat rate regardless of how many sessions they are enrolled in. This new flat rate was established to be cost neutral. Supporting documentation has been provided under Appendix E-7.

#### **Recommendation 20:**

**That effective April 1, 2016 the flat rate Summer Session fee for ULSU Operations, Capital Replacement Fund, and Building Fund as presented in Table XV be approved and that the increases based on CPI be approved in principle for the years 2017-18 to 2018-19.**

TABLE XV

UNIVERSITY OF LETHBRIDGE STUDENTS' UNION FEE										
Summer Session Flat Rate										
	Actual **	Actual **	Actual **	%		Proposed	%	Proposed	%	Proposed
	2013-14	2014-15	2015-16	Inc		New Flat Rate	Inc	New Flat Rate	Inc	New Flat Rate
	2013-14	2014-15	2015-16	Inc		2016-17	Inc	2017-18	Inc	2018-19
Summer Building Fund*	21.66	21.66	22.83	n/a		11.93	CPI	TBD	CPI	TBD
Summer Operations Fund	4.02	4.02	4.23	n/a		2.21	CPI	TBD	CPI	TBD
Summer Capital Replacement Fund	4.02	4.02	4.23	n/a		2.21	CPI	TBD	CPI	TBD
* This Building Fund includes the 1st Choice Contribution										
**The actuals prior to 2016-17 were divided by 3 and charged by session										

## 8 CKXU RADIO SOCIETY

### 8.1 CKXU RADIO FEE

In March 2014, CKXU held a referendum which asked all undergraduate students whether to increase the CKXU levy by an additional \$3.00 as well as an annual increase tied to the Consumer Price Index (CPI). Students voted in favour of both questions. As CKXU Radio Society is not available on the FM radio dial to students off campus they do not pay any levy fees towards CKXU so only undergraduate students on the main U of L campus will be assessed this fee increase.

#### Recommendation 21:

**That effective April 1, 2016 the CKXU Radio Fee for all undergraduate students attending the main U of L Campus be approved for 2016-17 as presented in Table XVI and that the increases based on CPI be approved in principle for 2017-18 to 2018-19.**

TABLE XVI

CKXU Radio Fee										
	Actual	Actual	Actual	%	Proposed	%	Proposed	%	Proposed	
	2013-14	2014-15	2015-16	Inc	2016-17	Inc	2017-18	Inc	2018-19	
CKXU Radio Fee - Undergraduate students attending the main U of L campus	5.00	5.00	8.19	1.70%	8.33	CPI	TBD	CPI	TBD	

With the proposed policy change to the Summer Compulsory Student Fee assessment a new flat rate fee was developed that charges students enrolled in the summer a flat rate regardless of how many sessions they are enrolled in. This new flat rate was established to be cost neutral. Supporting documentation has been provided under Appendix E-7.

**Recommendation 22:**

**That effective April 1, 2016 the CKXU Summer Session Flat Rate Radio Fee for all undergraduate students attending the main U of L Campus be approved for 2016-17 as presented in Table XVII and that the increases based on CPI be approved in principle for 2017-18 to 2018-19.**

TABLE XVII

CKXU Radio Fee									
Summer Session Flat Rate									
	Actual *	Actual *	Actual *	%	Proposed	%	Proposed	%	Proposed
	2013-14	2014-15	2015-16	Inc	New Flat	Inc	New Flat	Inc	New Flat
					Rate		Rate		Rate
					2016-17		2017-18		2018-19
CKXU Radio Fee - Undergraduate students attending the main U of L campus - Summer Session Flat Rate	5.00	5.00	8.19	n/a	4.16	CPI	TBD	CPI	TBD
* The actuals prior to 2016-17 were divided by 3 and charged by session									

## 9 UNIVERSITY OF LETHBRIDGE GRADUATE STUDENTS' ASSOCIATION (ULGSA)

### 9.1 ULGSA OPERATIONS FEE

The ULGSA Operations fee supports the ongoing day-to-day business costs such as administration, memberships, student services, and promotion of a graduate community through a variety of social functions. The proposed increases are in accordance with a 5 year budget plan prepared by Fahid Naeem and Mark Carrell during the 2013-14 year. Along with the referendum of November 2013 which saw the ULGSA Operations fee increase by 46.3% for the 2014-15 year, subsequent increases are being proposed without referendum (according to GSA Bylaw 23.5.A.1) of 9% in order for the ULGSA to be financially self-sustainable by the year 2018-19.

**Recommendation 23:**

**That effective April 1, 2016 the increase to the ULGSA Operations fee be approved as presented in Table XVIII and the increases for 2017-18 to 2018-19 be approved in principle.**

TABLE XVIII

GRADUATE STUDENTS' ASSOCIATION									
Per Semester									
	Actual	Actual	Actual	%	Proposed	%	Proposed	%	Proposed
	2013-14	2014-15	2015-16	Inc	2016-17	Inc	2017-18	Inc	2018-19
GSA Operations Fee	30.25	44.25	48.25	9.00%	52.60	9.00%	57.30	9.00%	62.50

With the proposed change in policy for assessing Summer Compulsory Student fees a proposed flat rate will be charged no matter how many summer sessions a student is enrolled in.

**Recommendation 24:**

**That effective April 1, 2016 the flat rate for summer session(s), regardless of full time or part time status, for the ULGSA Operations fee be approved as presented in Table XIX and the increases for 2017-18 to 2018-19 be approved in principle.**

TABLE XIX

GRADUATE STUDENTS' ASSOCIATION									
Summer Session Flat Rate									
	Actual	Actual	Actual	%	Proposed	%	Proposed	%	Proposed
	2013-14	2014-15	2015-16	Inc	New Flat Rate	Inc	New Flat Rate	Inc	New Flat Rate
	2013-14	2014-15	2015-16	Inc	2016-17	Inc	2017-18	Inc	2018-19
GSA Operations Fee*	30.25	44.25	48.25	9.00%	52.60	9.00%	57.30	9.00%	62.50

\* All students will pay the full operations fee regardless of full time or part time status.

## 10 ANCILLARY SERVICES FEES

### 10.1 RESIDENCE DINING PLAN FEE

For the three years under review, it is proposed that the Residence Dining Plan fee be increased to cover the inflationary increases in food prices. Appendix A indicates the current charges and the anticipated increases for the years under review. Please see Appendix E – 5 for supporting documentation for these fees.

**Recommendation 25:**

**That the Residence Dining Plan fees for 2016-17 be approved effective September 1, 2016, as proposed in Appendix A and the fees for 2017-18 to 2018-19 be approved in principle.**

### 10.2 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 increase of between 2% and 6% for all units in 2016-17. Appendix B indicates the current charges as well as the anticipated increases.

**Recommendation 26:**

That the proposed adjustments to rental rates for the 2016-17 year as indicated in Appendix B be approved effective May 1, 2016 and the rate adjustments for 2017-18 to 2018-19 be approved in principle.

**10.3 MISCELLANEOUS HOUSING FEES AND CHARGES**

Appendix C provides all miscellaneous housing fees and charges being proposed by Housing. This Appendix is provided for information only as there are no increases proposed for 2016-17.

**11 NON-STUDENT FEES:****11.1 RENTAL FEES – FACULTY OF FINE ARTS****11.1.1 External University Theatre/Recital Rental Rates**

All income received from the rental of the Theatre and Recital Hall is used to offset costs incurred for the maintenance of the performance venues and the cost of labour for Theatre Staff, including overtime premiums when applicable. The proposed fee increases will not directly affect students. The proposed fee increases will affect external community or touring groups. For comparison with other city facilities rental rates see Appendix D.

**Recommendation 27:**

That the Theatre and Recital Rental rates for 2016-17 be increased effective April 1, 2016 as presented in Table XX, and that the fee increases for 2017-18 to 2018-19 be approved in principle.

TABLE XX

THEATRE SPACE HOURLY RENTAL RATES									
(Includes GST)									
	Actual 2013-14	Actual 2014-15	Actual 2015-16	% Inc	Proposed 2016-17	% Inc	Proposed 2017-18	% Inc	Proposed 2018-19
<b>Theatre Spaces</b>									
University Theatre	48.30	50.70	53.25	5.20%	56.00	5.40%	59.00	3.40%	61.00
Recital Hall	48.30	5.70	53.25	5.20%	56.00	5.40%	59.00	3.40%	61.00
David Spinks Theatre	35.70	37.50	39.35	4.20%	41.00	4.90%	43.00	4.70%	45.00
Drama Studio	35.70	37.50	39.35	4.20%	41.00	4.90%	43.00	4.70%	45.00
<b>Staff Charge Out*</b>									
Technician	36.75	38.60	40.55	3.60%	42.00	4.80%	44.00	4.60%	46.00
Front of House Manager	36.75	38.60	40.55	3.60%	42.00	4.80%	44.00	4.60%	46.00
Box Office Staff	12.05	12.65	15.00	6.70%	16.00	6.30%	17.00	5.90%	18.00
Ushers	12.05	12.65	15.00	6.70%	16.00	6.30%	17.00	5.90%	18.00
<b>Additional Fees</b>									
Piano Tuning (per tuning)	120.75	126.80	133.15	5.15%	140.00	5.00%	147.00	4.75%	154.00
Band Equipment Usage (per event)	93.45	98.10	103.00	4.85%	108.00	4.65%	113.00	5.30%	119.00

\* An overtime premium will be applied for all rentals where staff hours exceed 7 hours per day.

### 11.1.2 Penny Gallery – Fine Arts Users Rental Fees

The mandate of the Fine Arts space at the Penny Building is to provide gallery opportunities for Faculty of Fine Arts students, faculty and staff in a well-maintained and staffed facility. The Faculty of Fine Arts supports eligible community arts groups at an affordable rate when the space is available. Given this mandate the fee was set up with two rates: for profit users such as external lectures or workshops, ticketed recitals and concerts, touring exhibitions, etc., and not-for-profit users such as festivals, community run cost recovery or not-for-profit theatre companies, faculty, student and alumni productions, projects and concerts NOT supported by the Faculty of Fine Arts. All income received from the rental of the Penny Gallery is used to offset the costs incurred for the maintenance of the facility and cost of labour of staff required. The rental fee for the Penny Gallery was new in 2015-16. For comparison with other City facilities rental rates see Appendix D.

#### Recommendation 28:

**That the Penny Gallery – Fine Arts Users Rental Fees as presented in Table XXI for 2016-17 be approved effective April 1, 2016 and that the fee increases for 2017-18 to 2018-19 be approved in principle.**

TABLE XXI

PENNY GALLERY - FINE ARTS USERS RENTAL FEES							
	Actual	%	Proposed	%	Proposed	%	Proposed
	2015-16	Inc	2016-17	Inc	2017-18	Inc	2018-19
<b>Fine Arts Users Rental Fees - For-Profit (per hour)*</b>	30.00	3.30%	31.00	3.20%	32.00	6.30%	34.00
<b>Fine Arts Users Rental Fees - Not-For-Profit (per hour)**</b>	15.00	6.70%	16.00	6.30%	17.00	5.90%	18.00
<b>Staff Charge Out***</b>							
Penny Coordinator - Technician (per hour)	15.00	6.70%	16.00	6.30%	17.00	5.90%	18.00
Theatre, New Media, Art Technician (per hour)	38.60	3.60%	40.00	5.00%	42.00	4.80%	44.00
Administration Fee (per booking)	80.00	5.00%	84.00	4.75%	88.00	4.55%	92.00
<b>Additional Fees</b>							
Piano Rental (per usage)	50.00	4.00%	52.00	3.80%	54.00	3.70%	56.00
Staging (plus delivery)	150.00	4.65%	157.00	4.45%	164.00	4.87%	172.00
* Minimum 4 hour rental fee							
** Maximum 10 hours at this rate							
*** An overtime premium is applied to rentals where staff hours exceed 7 hours per day							

### 11.1.3 CASA (U of L Spaces) – Fine Arts Users Rental Fees

The Conservatory of Music’s location in the CASA building has been a great addition for the University of Lethbridge. The Faculty of Fine Arts Conservatory of Music supports eligible community arts groups at an affordable rate when the space is available. Given this mandate the fee was set up with two rates: “for-profit” users such as external lectures or workshops, ticketed recitals and concerts, etc., and “not-for-profit” users such as festivals, community run costs recovery, faculty, student and alumni productions, projects and concerts. All income received from the rental of the U of L CASA spaces is used to offset the costs incurred for the maintenance of the facility and equipment. The rental fee for CASA was new in 2015-16. For comparison with other City facilities rental rates see Appendix D.



**Recommendation 29:**

**That the CASA (U of L Spaces) – Fine Arts Users Rental Fees as presented in Table XXII for 2016-17 be approved effective April 1, 2016 and that the fee increases for 2017-18 to 2018-19 be approved in principle.**

TABLE XXII

CASA (U of L Spaces) - FINE ARTS USERS RENTAL FEES							
	Actual	%	Proposed	%	Proposed	%	Proposed
	2015-16	Inc	2016-17	Inc	2017-18	Inc	2018-19
Fine Arts Users Rental Fees - For Profit (per hour)	30.00	3.30%	31.00	3.20%	32.00	6.30%	34.00
Fine Arts Users Rental Fees - Not-For-Profit (per hour)	15.00	6.70%	16.00	6.30%	17.00	5.90%	18.00
Additional Fees							
Piano Rental (per usage)	50.00	4.00%	52.00	3.80%	54.00	3.70%	56.00

## 11.2 FACILITIES

### 11.2.1 Facilities 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 normal University business or are above the standard level of service routinely provided. These charges reflect the current rate averages in the salary ranges plus benefits as negotiated in the agreement between the University and Alberta Union of Provincial Employees (AUPE) and will include GST when applicable (external party charges). Additionally, material charges are charged out at cost plus GST.

**Recommendation 30:**

**That effective April 1, 2016, the charge-out rates for additional services from Facilities employees be approved at the levels provided in Table XXIII, and the rate adjustments for 2017-18 to 2018-19 be approved in principle.**

TABLE XXIII

FACILITIES CHARGE-OUT RATES (per hour)									
(Prices do not include GST when applicable)									
	Actual	Actual	Actual	%	Proposed	%	Proposed	%	Proposed
	2013-14	2014-15	2015-16	Inc	2016-17	Inc	2017-18	Inc	2018-19
Caretaking*	24.89	26.13	27.44	3.00%	28.26	3.00%	29.11	3.00%	29.98
Building Maintenance									
Trade	42.41	44.53	46.76	0.00%	46.76	3.00%	48.16	3.00%	49.61
Operator	33.87	35.56	37.34	0.00%	37.34	3.00%	38.46	3.00%	39.61
General Maintenance Worker	20.11	21.23	23.35	0.00%	23.35	3.00%	24.05	3.00%	24.77
Grounds									
Groundswoker	34.37	36.09	37.89	0.00%	37.89	3.00%	39.03	3.00%	40.20
Automotive Mechanic	45.71	48.00	50.40	0.00%	50.40	3.00%	51.91	3.00%	53.47
Security Officer	31.44	33.01	34.66	0.00%	34.66	3.00%	35.70	3.00%	36.77
Utilities									
Trade	46.98	49.33	51.80	0.00%	51.80	3.00%	53.35	3.00%	54.95
Apprentice	30.20	31.71	33.30	0.00%	33.30	3.00%	34.30	3.00%	35.33
Project Manager	57.42	60.29	63.30	0.00%	63.30	3.00%	65.20	3.00%	67.15
Drafting	39.01	40.96	43.01	0.00%	43.01	3.00%	44.30	3.00%	45.63
Engineering	75.96	79.76	83.75	0.00%	83.75	3.00%	86.26	3.00%	88.85

\* Caretaking is the only rate that is increased by 3 percent in the first year to bring it back in line with current rates.

Note: Actual labour rates are calculated including benefits at 17%

### 11.2.2 Motor Vehicle Pool Charges

The Motor Vehicle Pool (MVP) provides maintenance and repair service to University departments, for University owned vehicles and for equipment used by the Grounds department. All departments pay a monthly variable charge for this service, which includes fuel and repair costs. External repair services are utilized when repairs are beyond the capabilities or resources of University garage service equipment, scan tools, auto transmission major repairs, and other such heavy equipment repairs.

As these costs increase, it is necessary to adjust the charges to user departments, allowing the MVP to recover its operating costs. It has been determined that an increase is only required for Unit 165 & 182 in 2016-17. Unit 165 is used primarily for snow clearing operations which are much heavier work than mowing and indicate higher costs than mowing. This unit is a productive sidewalk sweeping machine so it gets heavy use during snow events. Unit 182 has had repairs over the past two seasons that far exceeded the current charge rate. As equipment gets older, more repairs are required. No other increases are necessary to the MVP rates for the upcoming three years.

#### Recommendation 31:

**That the MVP charges for 2016-17 as detailed in Table XXIV be approved effective April 1, 2016 and the MVP charges for 2017-18 to 2018-19 be approved in principle.**

TABLE XXIV

MOTOR VEHICLE POOL CHARGES										
Per Kilometer		Actual	Actual	Actual	%	Proposed	%	Proposed	%	Proposed
Unit #	Description	2013-14	2014-15	2015-16	Inc	2016-17	Inc	2017-18	Inc	2018-19
118	Toyota 1/2 Ton	0.66	0.66	0.66	0.00%	0.66	0.00%	0.66	0.00%	0.66
142	Ford XL 1/2 Ton	0.95	0.95	0.95	0.00%	0.95	0.00%	0.95	0.00%	0.95
153	Dodge Dakota 4 WD	0.66	0.66	0.66	0.00%	0.66	0.00%	0.66	0.00%	0.66
154	Chev 1 Ton	0.95	0.95	0.95	0.00%	0.95	0.00%	0.95	0.00%	0.95
158	Parade Car	0.95	0.95	0.95	0.00%	0.95	0.00%	0.95	0.00%	0.95
160	Chevy Silverado	0.95	0.95	0.95	0.00%	0.95	0.00%	0.95	0.00%	0.95
161	Dodge Dakota	0.66	0.66	0.66	0.00%	0.66	0.00%	0.66	0.00%	0.66
164	Dodge Dakota	0.66	0.66	0.66	0.00%	0.66	0.00%	0.66	0.00%	0.66
166	Dodge D150	0.95	0.95	0.95	0.00%	0.95	0.00%	0.95	0.00%	0.95
167	GMC Savanna	0.95	0.95	0.95	0.00%	0.95	0.00%	0.95	0.00%	0.95
168	Dodge Dakota	0.66	0.66	0.66	0.00%	0.66	0.00%	0.66	0.00%	0.66
169	Dodge Ram 350	0.95	0.95	0.95	0.00%	0.95	0.00%	0.95	0.00%	0.95
170	Dodge Caravan	0.66	0.66	0.66	0.00%	0.66	0.00%	0.66	0.00%	0.66
171	New 1 Ton	0.95	0.95	0.95	0.00%	0.95	0.00%	0.95	0.00%	0.95
172	Hyundai Accent	0.66	0.66	0.66	0.00%	0.66	0.00%	0.66	0.00%	0.66
173	Dodge Dakota	0.66	0.66	0.66	0.00%	0.66	0.00%	0.66	0.00%	0.66
178	Dodge Van	0.66	0.66	0.66	0.00%	0.66	0.00%	0.66	0.00%	0.66
179	Dodge Dakota	0.66	0.66	0.66	0.00%	0.66	0.00%	0.66	0.00%	0.66
180	Dodge Ram 350	0.95	0.95	0.95	0.00%	0.95	0.00%	0.95	0.00%	0.95
181	GMC Savanna	0.95	0.95	0.95	0.00%	0.95	0.00%	0.95	0.00%	0.95
184	Chev Half Ton	0.95	0.95	0.95	0.00%	0.95	0.00%	0.95	0.00%	0.95
185	Dodge Caliber	0.66	0.66	0.66	0.00%	0.66	0.00%	0.66	0.00%	0.66
186	D150 Truck	0.95	0.95	0.95	0.00%	0.95	0.00%	0.95	0.00%	0.95
187	GMC Sierra	0.66	0.66	0.66	0.00%	0.66	0.00%	0.66	0.00%	0.66
188	GMC Canyon	0.66	0.66	0.66	0.00%	0.66	0.00%	0.66	0.00%	0.66
189	GMC Sierra	0.66	0.66	0.66	0.00%	0.66	0.00%	0.66	0.00%	0.66
191	GMC Sierra	0.66	0.66	0.66	0.00%	0.66	0.00%	0.66	0.00%	0.66
193	GMC Sierra	0.66	0.66	0.66	0.00%	0.66	0.00%	0.66	0.00%	0.66
194	GMC Sierra 1 Ton	0.95	0.95	0.95	0.00%	0.95	0.00%	0.95	0.00%	0.95
195	GMC Sierra	0.66	0.66	0.66	0.00%	0.66	0.00%	0.66	0.00%	0.66
200	Ford 1/2 Ton	0.66	0.66	0.66	0.00%	0.66	0.00%	0.66	0.00%	0.66
205	Isuzu NPR HD	n/a	n/a	1.50	0.00%	1.50	0.00%	1.50	0.00%	1.50
206	Security Unit	n/a	n/a	0.66	0.00%	0.66	0.00%	0.66	0.00%	0.66
Per Hour		Actual	Actual	Actual	%	Proposed	%	Proposed	%	Proposed
Unit #	Description	2013-14	2014-15	2015-16	Inc	2016-17	Inc	2017-18	Inc	2018-19
141	J.D. Gator	6.15	6.75	6.75	0.00%	6.75	0.00%	6.75	0.00%	6.75
149	Daewoo Forklift	14.91	14.91	14.91	0.00%	14.91	0.00%	14.91	0.00%	14.91
157	Genie Lift	15.34	15.34	15.34	0.00%	15.34	0.00%	15.34	0.00%	15.34
162	J.D. 3320 Tractor	17.01	17.01	17.01	0.00%	17.01	0.00%	17.01	0.00%	17.01
165	J.D. 1445 Mower	13.65	13.65	13.65	39.20%	19.00	0.00%	19.00	0.00%	19.00
174	J.D. 5083 Tractor	15.76	15.76	15.76	0.00%	15.76	0.00%	15.76	0.00%	15.76
176	Kubota RTV1100	6.75	6.75	6.75	0.00%	6.75	0.00%	6.75	0.00%	6.75
177	Kubota RTV1100	6.75	6.75	6.75	0.00%	6.75	0.00%	6.75	0.00%	6.75
182	Street Sweeper	15.76	15.76	15.76	90.38%	30.00	0.00%	30.00	0.00%	30.00
196	J.D. Gator	n/a	6.75	6.75	0.00%	6.75	0.00%	6.75	0.00%	6.75
197	J.D. Skidsteer	n/a	14.36	14.36	0.00%	14.36	0.00%	14.36	0.00%	14.36
198	J.D. Loader	n/a	15.76	15.76	0.00%	15.76	0.00%	15.76	0.00%	15.76
199	J.D. Gator	n/a	6.75	6.75	0.00%	6.75	0.00%	6.75	0.00%	6.75
204	Kubota RTV-X1100C	n/a	n/a	6.75	0.00%	6.75	0.00%	6.75	0.00%	6.75

### 11.2.3 Facilities – Events Set-up Charges

The events set-up charges are assessed to non-University groups for the use of University furnishings and equipment required for the group event. Non-University groups are also charged a Caretaking fee to cover labour expenses. No charges will be assessed to University groups requiring furnishings for University related functions during regular working hours. Charges will be assessed to cover the costs of providing such services to University units as well as non-University groups required at times other than during normal working hours at an overtime rate of pay as per the Agreement between the U of L Board of Governors and the Alberta Union of Provincial Employees.

#### Recommendation 32:

**That the increase to the Building Maintenance Events Set-up Charges and Caretaking Labour Charges as presented in Table XXV be approved effective April 1, 2016, and the proposed fee increases for 2017-18 to 2018-19 be approved in principle.**

TABLES XXV

FACILITIES UNIVERSITY AND NON-UNIVERSITY GROUPS EVENTS SET-UP/CARETAKING CHARGES									
(Per Hour)									
	Actual 2013-14	Actual 2014-15	Actual 2015-16	% Inc	Proposed 2016-17	% Inc	Proposed 2017-18	% Inc	Proposed 2018-19
Building Maintenance Labour rate for rearranging existing furniture which always remains in the various meeting and conference rooms	20.22	22.24	24.46	0.00%	24.46	3.00%	25.19	3.00%	25.95
Caretaking labour for external events	N/A	27.25	28.61	3.00%	29.47	3.00%	30.35	3.00%	31.26

## 11.3 INFORMATION TECHNOLOGY SERVICES (ITS)

### 11.3.1 Communications Technology

Very few departments pay for telecom services as this is largely centrally funded. Fees for phone and data ports are only charged for students located in residence and for cost recovery areas and third parties accessing phone and network services.

#### Recommendation 33:

**That effective April 1, 2016, the 2016-17 telephone and data charge increases as provided in Table XXVI be approved and the proposed increases for 2016-17 and 2017-18 be approved in principle.**

TABLE XXVI

TELEPHONE AND DATA CHARGES (per month)									
	Actual	Actual	Actual	%	Proposed	%	Proposed	%	Proposed
	2013-14	2014-15	2015-16	Inc	2016-17	Inc	2017-18	Inc	2018-19
Standard Voice Only	24.15	25.35	26.62	5.00%	27.95	5.00%	29.35	5.00%	30.82
Enhanced Voice Only	34.65	36.35	38.17	5.00%	40.08	5.00%	42.08	5.00%	44.19
Standard Voice and Data	39.90	41.90	44.00	5.00%	46.20	5.00%	48.51	5.00%	50.94
Enhanced Voice and Data	50.40	52.90	55.55	5.00%	58.33	5.00%	61.24	5.00%	64.31
Residence Voice and Data	23.85	25.05	26.30	5.00%	27.62	5.00%	29.00	5.00%	30.45
Move/Add/Change standard (technician rate)	11.00	11.55	12.13	5.00%	12.74	5.00%	13.37	5.00%	14.04
Move/Add/Change Prime Time (technician rate)	22.00	23.10	24.26	5.00%	25.47	5.00%	26.75	5.00%	28.08
Data port 100	15.75	16.55	17.38	5.00%	18.25	5.00%	19.16	5.00%	20.12

11.3.2 Web Services

Web development on campus is primarily considered a core IT service. Web work that is considered outside of our core services includes research websites, surveys (complex surveys that are more than 4 hours of work) personal websites for professors, as well as work for external parties. Work includes requirement gathering, high-level design, detail design, development and quality assurance testing.

**Recommendation 34:**

**That effective April 1, 2016, the fee increases for 2016-17 as indicated in Table XXVII be approved and that the increases for 2017-18 to 2018-19 be approved in principle.**

TABLE XXVII

WEB DEVELOPMENT FEE									
(Per Hour)									
	Actual	Actual	Actual	%	Proposed	%	Proposed	%	Proposed
	2013-14	2014-15	2015-16	Inc	2016-17	Inc	2017-18	Inc	2018-19
Internal Billing Rate	55.65	58.71	61.65	5.00%	64.73	5.00%	67.97	5.00%	71.37
External Billing Rate	80.00	85.00	89.25	5.00%	93.71	5.00%	98.40	5.00%	103.32

11.3.3 ITS Charge-out Rates

ITS periodically provides support to events or projects that do not align with the core funding that is provided by through the University’s operating budget. Typically, these are either events/projects driven from outside the University, or those associated with research projects or ancillary services, e.g. the annual SWATCA Teachers’ Convention. Given that these events reduce ITS capacity for University priorities and that budgets are becoming increasingly constrained, this fee recovers direct costs, which can then be allocated toward contracts or one-time positions to recover the lost staff capacity. A fixed-price estimate for services rendered against this fee will be provided in advance upon request.

**Recommendation 35:**

**That the ITS Charge-out Rates as presented in Table XXVIII for 2016-17 be approved effective April 1, 2016 and that the fee increases for 2017-18 to 2018-19 be approved in principle.**

TABLE XXVIII

ITS CHARGE OUT RATES									
(Per Hour)									
	Actual	Actual	Actual	%	Proposed	%	Proposed	%	Proposed
	2013-14	2014-15	2015-16	Inc	2016-17	Inc	2017-18	Inc	2018-19
Technical staff rate	n/a	55.00	57.75	5.00%	60.64	5.00%	63.67	5.00%	66.85
Technical staff rate (2x)	n/a	110.00	115.50	5.00%	121.28	5.00%	127.34	5.00%	133.71
Management rate	n/a	75.00	78.75	5.00%	82.69	5.00%	86.82	5.00%	91.16
Management rate (1.5x)	n/a	112.50	118.10	5.00%	124.01	5.00%	130.21	5.00%	136.72

Note: These are the maximum rates that can be charged.

**11.3.4 ITS Server/Storage Fees**

Historically, servers were funded by projects, researchers, and business areas for their initial purchase, and no consistent method was identified for funding replacement servers. With the creation of virtual servers this model no longer worked so a cost structure was developed last year to share the cost of the virtual hosting environment across the various tenants and allow for growth and replacement of the environment over time to meet client demands. The cost represents the costs of the hardware based on the servers or storage allocations defined for the service, plus the portion of staff time required to configure the server or storage as required.

**VMware Hosted Server Sizing Options:**

	Bronze	Silver	Gold
# Virtual CPUs	1	2	4
Memory	2 GB	4 GB	8 GB
Disk for Operating System	25 GB	25 GB	25 GB

ITS will provide up to 25 GB of storage in the price of each server to include the base Operating System, cache and basic storage needs. Additional storage, up to 200 GB, is available at the annual rates listed below. Requests above 200 GB will be evaluated on a case-by-case basis.

**Recommendation 36:**

**That the ITS Server and Storage Fees as presented in Table XXIX for 2016-17 be approved effective April 1, 2016 and that the fee increases for 2017-18 to 2018-19 be approved in principle.**

TABLE XXIX

ITS SERVER/STORAGE FEES									
	Actual	Actual	Actual	%	Proposed	%	Proposed	%	Proposed
	2013-14	2014-15	2015-16	Inc	2016-17	Inc	2017-18	Inc	2018-19
Server Gold Standard/year	n/a	800	840.00	5.00%	882.00	5.00%	926.00	5.00%	972.25
Server Silver Standard/year	n/a	500	525.00	5.00%	551.25	5.00%	578.75	5.00%	607.75
Server Bronze Standard/year	n/a	300	315.00	5.00%	330.75	5.00%	347.25	5.00%	364.50
Storage Gold Standard/GB	n/a	1.8	1.89	5.00%	1.98	5.00%	2.08	5.00%	2.19
Storage Silver Standard/GB	n/a	1.25	1.31	5.00%	1.38	5.00%	1.44	5.00%	1.52
Storage Bronze Standard/GB	n/a	1.05	1.10	5.00%	1.16	5.00%	1.21	5.00%	1.27

## 11.4 SPORT AND RECREATION SERVICES (SRS)

### 11.4.1 1<sup>st</sup> Choice Savings Centre for Sport and Wellness Rental Fees

All income received from the rental of the 1<sup>st</sup> Choice Savings Centre for Sport and Wellness is an offset to the SRS operating costs for the maintenance of the building, the labour cost of staff, as well as allowing for a modest provision for equipment replacement and maintenance reserves. The proposed fee increases will affect community user groups and regular renters, both internal and external, while remaining comparable with facilities within similar markets.

#### **Recommendation 37:**

**That effective April 1, 2016, the rental rates for the 1<sup>st</sup> Choice Savings Centre for Sport and Wellness be approved as presented in Table XXX for 2016-17, and the rates be approved in principle for 2017-18 to 2018-19.**

TABLE XXX

1st CHOICE SAVINGS CENTRE FOR SPORT AND WELLNESS RENTAL FEES									
(Hourly Rental Rates)									
	Actual	Actual	Actual	%	Proposed	%	Proposed	%	Proposed
<i>Prices include GST</i>	2013-14	2014-15	2015-16	Inc	2016-17	Inc	2017-18	Inc	2018-19
Fitness Centre	50.00	52.50	55.25	5%	58.00	5%	61.00	5%	64.00
PE110 Dance Studio	43.50	45.75	48.00	5%	50.50	5%	53.00	5%	55.75
PE152 Aerobics Room	43.50	45.75	48.00	5%	50.50	5%	53.00	5%	55.75
PE157 Multipurpose room	43.50	45.75	48.00	5%	50.50	5%	53.00	5%	55.75
1 Gym	50.00	52.50	55.25	5%	58.00	5%	61.00	5%	64.00
2 Gyms	99.75	104.75	110.00	5%	115.50	5%	121.25	5%	127.25
3 Gyms	149.75	157.25	165.00	5%	173.25	5%	182.00	5%	191.00
PE255 Martial Arts Room	43.50	45.75	48.00	5%	50.50	5%	53.00	5%	55.75
Track Training (indoors)	36.75	38.50	40.50	5%	42.50	5%	44.75	5%	47.00
Track Meets (indoors)	64.25	67.50	71.00	5%	74.50	5%	78.25	5%	82.25
Track Practice*	62.75	66.00	69.25	5%	72.75	5%	76.50	5%	80.25
Track Competition*	129.75	136.25	143.00	5%	150.25	5%	157.75	5%	165.75
Natural Turf Practice*	47.25	49.50	52.00	5%	54.50	5%	57.25	5%	60.00
Natural Turf Competition*	58.50	61.50	64.50	5%	67.75	5%	71.25	5%	74.75
Artificial Turf Practice*	90.75	95.25	100.00	5%	105.00	5%	110.25	5%	115.75
Full Stadium Rental*	225.00	236.25	248.00	5%	260.50	5%	273.50	5%	287.25
PE138 Classroom**	15.25	16.00	16.75	4%	17.50	6%	18.50	5%	19.50
Full Pool	202.00	212.00	222.50	5%	233.75	5%	245.50	5%	257.75
½ Pool	101.25	106.25	111.50	5%	117.00	5%	122.75	5%	129.00
¼ Pool	72.75	76.50	80.25	5%	84.25	5%	88.50	5%	93.00
5/8 Pool	119.25	125.25	131.50	5%	138.00	5%	145.00	5%	152.25
Lane	12.75	13.50	14.25	6%	15.00	5%	15.75	5%	16.50
Full Pool – Team Rate	129.00	135.50	142.25	5%	149.25	5%	156.75	5%	164.50
½ Pool – Team Rate	64.50	67.75	71.25	5%	74.75	5%	78.50	5%	82.50
¼ Pool – Team Rate	46.25	48.50	51.00	5%	53.50	5%	56.25	5%	59.00
5/8 Pool – Team Rate	76.25	80.00	84.00	5%	88.25	5%	92.75	5%	97.50
Lane – Team Rate	8.00	8.50	9.00	6%	9.50	5%	10.00	5%	10.50
<b>Staff Charge Out</b>									
Lifeguard	27.50	29.00	30.50	5%	32.00	5%	33.50	5%	35.25
Operations Staff	27.50	29.00	30.50	5%	32.00	5%	33.50	5%	35.25
Senior Lifeguard	31.50	33.00	34.75	5%	36.50	5%	38.25	5%	40.25
Operations Coordinator	35.50	37.25	39.00	5%	41.00	5%	43.00	5%	45.25
* Subsidies available for schools, youth and university.									
** Additional space in pool area available for minimal cost when renting the pool									

## 11.5 ANCILLARY SERVICES FEES

### 11.5.1 Conference and Event Services (CES)

CES rents University facilities in accordance with the University's Facilities Use and Rental Policy. The proposed rates provided reflect market rates within the City of Lethbridge for other conference facilities. Appendix D provides the current charges and the anticipated increases for the three years under review.

#### Recommendation 38:

Effective April 1, 2016 the requested changes in facility rental rates as indicated in Appendix D be approved for 2016-17, and the proposed fees for 2017-18 to 2018-19 be approved in principle.



## 12 APPENDIX A – RESIDENCE DINING PROPOSED FEES

The University of Lethbridge Residence Dining Plan 2016-2020																																					
8 month contract Sept 1 to Apr 30	Current Dining Plan 2015-2016	% Increase	Proposed Dining Plan 2016-17	Base Dollars	Flex Dollars	Facility Renewal Levy	Projected Increase 2017-2018	%	Projected Increase 2018-2019	%	Projected Increase 2019-2020	%																									
<b>Two - tier Plan:</b>																																					
Sampler Plan	\$1,600	3.9%	\$1,665	NA	-	NA	\$1,700	3.5%	\$1,760	3.5%	\$1,822	3.5%																									
Commuter Plan	\$3,200	3.8%	\$3,325	\$2,735	- \$590	-	\$3,451	3.8%	\$3,572	3.5%	\$3,697	3.5%																									
Value Plus Plan	\$3,700	3.8%	\$3,845	\$2,735	- \$1,110	-	\$3,991	3.8%	\$4,131	3.5%	\$4,276	3.5%																									
Facility Renewal	\$80		\$80			\$80	\$80		\$80		\$80																										
Total # Dining Plans	430		430	<table border="1"> <tr><td><b>GST</b></td></tr> <tr><td>Base Dollars <b>GST Exempt</b></td></tr> <tr><td><b>No Vending</b></td></tr> <tr><td><b>Ltd Roll-Over</b></td></tr> <tr><td>Flex Dollars <b>GST applied</b></td></tr> <tr><td><b>All Vending</b></td></tr> <tr><td><b>Funds Roll Over</b></td></tr> <tr><td><small>*Default Option</small></td></tr> </table>			<b>GST</b>	Base Dollars <b>GST Exempt</b>	<b>No Vending</b>	<b>Ltd Roll-Over</b>	Flex Dollars <b>GST applied</b>	<b>All Vending</b>	<b>Funds Roll Over</b>	<small>*Default Option</small>	<table border="1"> <tr><td><b>All Base Dollars receive a 25% Discount at the Register</b></td></tr> </table>					<b>All Base Dollars receive a 25% Discount at the Register</b>																	
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<small>*Default Option</small>																																					
<b>All Base Dollars receive a 25% Discount at the Register</b>																																					
Dining Plan Deposit	\$400		\$400																																		
Administration Fee for Refunds/Cancellations/Roll-Overs	\$75		\$75				\$75		\$75		\$75																										
<b>Notes: Refunds</b> upon withdrawal from residence will be pro-rated				<table border="1"> <tr><td>Minimum CRA GST Exempt Value</td><td><b>\$2,734</b></td></tr> </table>			Minimum CRA GST Exempt Value	<b>\$2,734</b>	<table border="1"> <tr><td colspan="3"><b>Est. Average Daily Meal Cost</b></td></tr> <tr><td></td><td><b>2016-17 (est)</b></td><td><b>2015-16 (est)</b></td></tr> <tr><td>Breakfast</td><td>\$4.70</td><td>\$4.53</td></tr> <tr><td>Lunch</td><td>\$11.41</td><td>\$10.99</td></tr> <tr><td>Dinner</td><td>\$14.27</td><td>\$13.75</td></tr> <tr><td>Avg Spend / Day:</td><td><b>\$30.38</b></td><td><b>\$29.27</b></td></tr> <tr><td>Avg Spend / Meal:</td><td>\$10.13</td><td></td></tr> <tr><td>Avg Spend / Week:</td><td>\$101.27</td><td></td></tr> </table>					<b>Est. Average Daily Meal Cost</b>				<b>2016-17 (est)</b>	<b>2015-16 (est)</b>	Breakfast	\$4.70	\$4.53	Lunch	\$11.41	\$10.99	Dinner	\$14.27	\$13.75	Avg Spend / Day:	<b>\$30.38</b>	<b>\$29.27</b>	Avg Spend / Meal:	\$10.13		Avg Spend / Week:	\$101.27	
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Avg Spend / Week:	\$101.27																																				
> <b>Add</b> increments of \$10 or more can be added to Flex Dollars, at any time				<table border="1"> <tr><td><b>CRA Minimum Calculation</b></td></tr> <tr><td>Average Daily Dining Cost:</td><td>\$30.38</td></tr> <tr><td>Average Daily Meal Cost:</td><td>\$10.13</td></tr> <tr><td>CRA 10 meal per week requirement:</td><td>\$101.27</td></tr> <tr><td>Fall - Spring Term # Weeks:</td><td>27</td></tr> <tr><td>27 weeks @ 10 meals per week:</td><td>\$2,734</td></tr> </table>			<b>CRA Minimum Calculation</b>	Average Daily Dining Cost:	\$30.38	Average Daily Meal Cost:	\$10.13	CRA 10 meal per week requirement:	\$101.27	Fall - Spring Term # Weeks:	27	27 weeks @ 10 meals per week:	\$2,734																				
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> <b>No Alcohol:</b> Only food and non-alcoholic beverages may be purchased on all dining plans.																																					
> <b>StatsCan AB CPI Food - August 2015</b> <table border="1"><tr><td><b>4.0%</b></td></tr></table>	<b>4.0%</b>																																				
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<a href="http://www.statcan.gc.ca/tables-tableaux/sum-som/l01/cst01/cpis08a-eng.htm">http://www.statcan.gc.ca/tables-tableaux/sum-som/l01/cst01/cpis08a-eng.htm</a>																																					
Aramark Projection 2016-17 <table border="1"><tr><td><b>3.8%</b></td></tr></table>	<b>3.8%</b>																																				
<b>3.8%</b>																																					
See attached Aramark Commodity Inflation Analysis																																					
Submitted by Jim Booth																																					
				<b>Estimated Dining Budget (EDB) Calculation</b>			Dining Days		EDB																												
				Commuter Plan	In residence 5 days per week, Weekends, Christmas, Spring Break 32 weeks x 5 days = 160 - 25 days = 135 Dining da		135			\$4,101.61																											
				Value Plus Plan	In Residence 6 days per week, Christmas and Spring Break 32 weeks x 6 days = 192 - 25 days = 167 Dining da		167			\$5,073.84																											

**Residence Dining Plan Proposed Fees  
2016 - 17 Institutional Comparison**

University of Lethbridge				University of Calgary				University of Alberta (Lister Hall)			
Dining plan	Current	Inc	Proposed	Dining plan	Current	Inc	Estimated	Dining plan	Current	Inc	Estimated
8 month contract	2015-2016	%	2016-2017	8 month contract	2015-2016	%	2016-2017	8 month contract	2015-2016	%	2016-2017
GST Exempt	\$			GST Exempt	\$	LY		GST Exempt	\$	LY	
Sampler Plan	\$1,600	3.9%	\$1,665	Sampler Plan	\$2,228	3.8%	\$2,313	-	-	-	-
Commuter Plan	\$3,200	3.8%	\$3,325	Lighter Side Plan	\$3,241	3.8%	\$3,364	Plan I	\$3,227	3.8%	\$3,350
Value Plus Plan	\$3,700	3.8%	\$3,845	Standard Plan	\$3,947	3.8%	\$4,097	Plan II	\$3,724	3.8%	\$3,866
								Plan III	\$4,379	3.8%	\$4,545
Food Provider: ARAMARK				Food Provider: ARAMARK				Food Provider: ARAMARK			
Avg increase		3.8%		Avg increase LY		3.5%		Avg increase LY		2.4%	
Projected # of plans:		430		Estimated # of plans:	1,438		Some plans expected to convert to All-You-Care-To-Eat	Estimated # of plans:	1,809		Some plans expected to convert to All-You-Care-To-Eat
Administration Fee for Refunds/Cancellations		\$75		Administration Fee for Refunds/Cancellations	\$50			Administration Fee for Refunds/Cancellations	\$75		
<b>Comments:</b> Dining Plan utilization 2013-14		98.9%		<b>Comments:</b>	First year students living in Kananaskis and Rundle Halls, living in Global Village and Yamnuska Hall will have a meal plan included as part of their residence fee.			<b>Comments:</b>	The Dining Plan is compulsory for all years in traditional Residences in Lister Centre.		
All Taxable plans have 100% roll over option									No information as to 2015-16 rates yet.		
Tax Exempt plans - roll over above CRA minimum									No information as to 2015-16 rates yet.		
Add to Dining Plan as low as \$5 increments at Cash Office & PHIL Stations					No information as to 2015-16 rates yet. Expect introduction of "All-You-Care-To-Eat"				Expect introduction of "All-You-Care-To-Eat"		
StatsCan AB CPI Food - August 2015	4.0%			Daily Average *	No Data Available			Daily Average	No Data Available		
Est. Daily Average 2015-16	Breakfast	\$ 4.53									
	Lunch	\$ 10.99									
	Supper	\$ 13.75									
	Daily average	\$ 29.27									

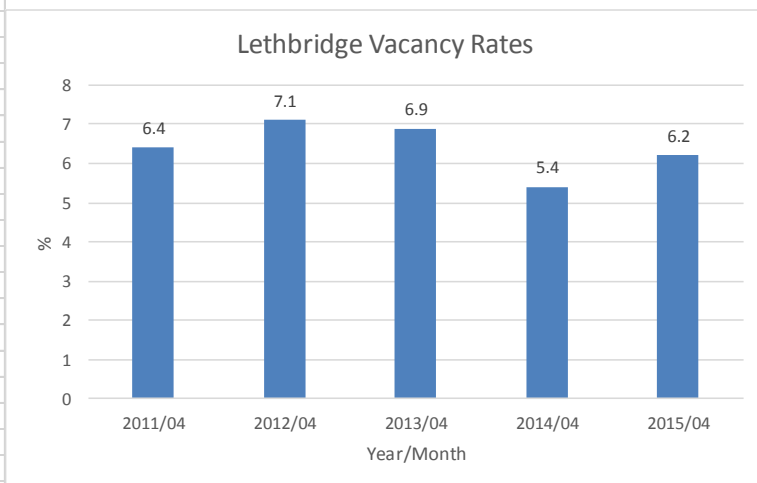
# 13 APPENDIX B - PROPOSED HOUSING RATES

Housing Services											
PROPOSED RATES											
FOR THE RESIDENCE YEARS 2016-2020											
MONTHLY RENTAL RATES:	2015-2016			2016-2017			2016-2017 PROPOSED % INCREASE	2017-2018 PROPOSED FEE	2018-2019 PROPOSED FEE	2019-2020 PROPOSED FEE	2016-2017 # ROOMS
	2015 Municipal Tax Levy	PRESENT RESIDENCE FEE	TOTAL PRESENT FEE	2016 Est. Municipal Tax Levy	Proposed RESIDENCE FEE	TOTAL Proposed FEE					
<b>FIRST YEAR RESIDENCE</b>											
<b>DORMITORY</b> (Per person per month - based on 8.0 months)											
Double Rooms	\$ 43.00	\$ 278.00	\$ 321.00	\$ 45.00	\$ 292.00	\$ 337.00	5.00%	\$ 344.00	\$ 351.00	\$ 358.00	92
Suite Single Rooms	\$ 43.00	\$ 450.00	\$ 493.00	\$ 45.00	\$ 473.00	\$ 518.00	5.00%	\$ 528.00	\$ 539.00	\$ 550.00	79
Large Single Rooms	\$ 43.00	\$ 489.00	\$ 532.00	\$ 45.00	\$ 514.00	\$ 559.00	5.00%	\$ 570.00	\$ 581.00	\$ 593.00	26
Suite Large Single Rooms	\$ 43.00	\$ 514.00	\$ 557.00	\$ 45.00	\$ 540.00	\$ 585.00	5.00%	\$ 597.00	\$ 609.00	\$ 621.00	16
Executive Suite Single Rooms	\$ 43.00	\$ 529.00	\$ 572.00	\$ 45.00	\$ 556.00	\$ 601.00	5.00%	\$ 613.00	\$ 625.00	\$ 638.00	32
Executive Large Single Room	\$ 43.00	\$ 556.00	\$ 599.00	\$ 45.00	\$ 584.00	\$ 629.00	5.00%	\$ 642.00	\$ 655.00	\$ 668.00	1
Executive Suite Large Single Rooms	\$ 43.00	\$ 581.00	\$ 624.00	\$ 45.00	\$ 609.00	\$ 654.00	4.80%	\$ 667.00	\$ 680.00	\$ 694.00	29
Total Dormitory Beds											275
<b>APARTMENTS</b> (Per person per month - based on 8.0 months)											
1 - Bedroom Apartment	\$ 43.00	\$ 973.00	\$ 1,016.00	\$ 45.00	\$ 1,022.00	\$ 1,067.00	5.00%	\$ 1,088.00	\$ 1,110.00	\$ 1,132.00	1
2 - Bedroom Apartment	\$ 43.00	\$ 605.00	\$ 648.00	\$ 45.00	\$ 642.00	\$ 687.00	6.00%	\$ 701.00	\$ 715.00	\$ 729.00	28
4 - Bedroom Apartment	\$ 43.00	\$ 603.00	\$ 646.00	\$ 45.00	\$ 632.00	\$ 677.00	4.80%	\$ 691.00	\$ 705.00	\$ 719.00	28
6 - Bedroom Apartment	\$ 43.00	\$ 581.00	\$ 624.00	\$ 45.00	\$ 610.00	\$ 655.00	4.90%	\$ 668.00	\$ 681.00	\$ 695.00	90
Total Kainai Apartment Beds											147
<b>RETURNING STUDENT RESIDENCE</b>											
<b>APARTMENTS</b> (Per person per month - based on 8.0 months)											
1 - Bedroom Apartment	\$ 43.00	\$ 965.00	\$ 1,008.00	\$ 45.00	\$ 1,018.00	\$ 1,063.00	5.50%	\$ 1,084.00	\$ 1,106.00	\$ 1,128.00	0
2 - Bedroom Apartment	\$ 43.00	\$ 597.00	\$ 640.00	\$ 45.00	\$ 638.00	\$ 683.00	6.65%	\$ 697.00	\$ 711.00	\$ 725.00	8
4 - Bedroom Apartment	\$ 43.00	\$ 588.00	\$ 631.00	\$ 45.00	\$ 621.00	\$ 666.00	5.55%	\$ 679.00	\$ 693.00	\$ 707.00	0
Total Pikani Apartment Beds											8
<b>MT. BLAKISTON HOUSE</b> (Per person per month - based on 8.0 months)											
Bachelor Studio Suite	\$ 43.00	\$ 682.00	\$ 725.00	\$ 45.00	\$ 752.00	\$ 797.00	5.00%	\$813	\$829	\$846	35
2 - Bedroom Suite	\$ 43.00	\$ 632.00	\$ 675.00	\$ 45.00	\$ 692.00	\$ 737.00	5.00%	\$752	\$767	\$782	16
3 - Bedroom Suite	\$ 43.00	\$ 607.00	\$ 650.00	\$ 45.00	\$ 669.00	\$ 714.00	4.90%	\$728	\$743	\$758	3
4 - Bedroom Suite	\$ 43.00	\$ 607.00	\$ 650.00	\$ 45.00	\$ 669.00	\$ 714.00	4.80%	\$728	\$743	\$758	200
Total Mt. Blakiston Suite Beds											254
<b>TOWNHOMES</b> (NV & Tsuutina - per person - based on 8.0 months)											
4 - Bedroom NV Tow nhomes Double Executive	\$ 43.00	\$ 636.00	\$ 679.00	\$ 45.00	\$ 668.00	\$ 713.00	5.00%	\$ 727.00	\$ 742.00	\$ 757.00	48
4 - bedroom NV Tow nhomes	\$ 43.00	\$ 618.00	\$ 661.00	\$ 45.00	\$ 649.00	\$ 694.00	5.00%	\$ 708.00	\$ 722.00	\$ 736.00	48
3 - bedroom Tsuutina/Siksika Tow nhomes	\$ 43.00	\$ 598.00	\$ 641.00	\$ 45.00	\$ 634.00	\$ 679.00	6.00%	\$ 693.00	\$ 707.00	\$ 721.00	6
2 - bedroom Tsuutina/Siksika Tow nhomes - small room	\$ 43.00	\$ 598.00	\$ 641.00	\$ 45.00	\$ 634.00	\$ 679.00	6.00%	\$ 693.00	\$ 707.00	\$ 721.00	16
2 -bedroom Tsuutina/Siksika Tow nhomes - large room	\$ 43.00	\$ 629.00	\$ 672.00	\$ 45.00	\$ 662.00	\$ 707.00	5.20%	\$ 721.00	\$ 735.00	\$ 750.00	48
1 - bedroom Tsuutina/Siksika Tow nhome	\$ 43.00	\$ 980.00	\$ 1,023.00	\$ 45.00	\$ 1,029.00	\$ 1,074.00	5.00%	\$ 1,095.00	\$ 1,117.00	\$ 1,139.00	2
Total Tow nhome Beds											168
<b>FAMILY TOWNHOMES</b> (Per unit per month - based on 11 months)											
2 - Bedroom Unit	\$ 43.00	\$ 1,046.00	\$ 1,089.00	\$ 45.00	\$ 1,205.00	\$ 1,250.00	14.75%	\$ 1,275.00	\$ 1,301.00	\$ 1,327.00	10
3 - Bedroom Unit	\$ 43.00	\$ 1,116.00	\$ 1,159.00	\$ 45.00	\$ 1,305.00	\$ 1,350.00	16.50%	\$ 1,377.00	\$ 1,405.00	\$ 1,433.00	4
2 - Bedroom Furnished Unit	\$ 43.00	\$ 1,231.00	\$ 1,274.00	\$ 45.00	\$ 1,318.00	\$ 1,363.00	7.00%	\$ 1,390.00	\$ 1,418.00	\$ 1,446.00	2
Total Family Units											16
2016 Municipal Tax Levy Assessment TOTAL (Est. 4% Increases)	\$ 360,405.43										
Cost Per Bed Per 8-Month Contract	\$ 44.69										
2015 Municipal Tax Levy Assessment TOTAL (Actual)	\$ 346,543.68										
Cost Per Bed Per 8-Month Contract	\$ 42.89										
2014 Municipal Tax Levy Assessment TOTAL (Actual)	\$ 326,928.45										
Cost Per Bed Per 8-Month Contract	\$ 40.54										
TOTAL BEDS OFFLINE											120
TOTAL BEDS											1008
Housing Services July 2015											

## Proposed Housing Rates 2016-2017

Recommendation	Rationale
1) Increase Housing Fees Projected Increase in Rental Fees 5.53%  Proposed rates effective May 1, 2016	<ul style="list-style-type: none"> <li>- Inflation on supplies and contracts is estimated to be 5%.</li> <li>- Increase in salaries anticipated to be an average of 5% or \$74,000</li> <li>- Municipal Property Taxes projected to increase by 4% based on the City of Lethbridge 2015-2018 operating budget.</li> <li>- Low summer enrollment continues to impact capture rates for summer occupancy.</li> <li>- 12 months of operating expenses are funded from the 8-month student housing revenues.</li> <li>- Rental comparisons have been completed in July 2015.</li> <li>- Rentals must offset value added services in Campus Housing compared to the local market; e.g., Residence Life Programming, Residence Assistants, and application student matching. Currently this is not reflected in the 2015 market rental comparisons.</li> <li>- The local market has been at or exceeded the proposed rates for the last year.</li> <li>- The current vacancy rate in Lethbridge is 6.2%, with a 0.8% increase in the past year.</li> <li>- Residence Life Programming in first year residences requires additional Residence Assistants and programming initiatives to ensure the success of new students during their transitional year from high school to a post-secondary environment. The higher rental fees for first year residence reflects the additional investment required for Residence Life Programming for this demographic group. Upfront investment in first year residents yields successful continuing students and thus diminishes the need for a similar level of investing in continuing students.</li> <li>- The proposed rental increases for all continuing student residences are based upon current local market comparison. Proposed increases vary by room type to balance applicant demand and perceived value.</li> <li>- Family townhome rates have been held below market value over the last several years. The proposed rates represent the highest monthly increase in order to standardize the fees between single and family student groups. Most proposed rates still fall below the current 2015 market value.</li> <li>- Repair and maintenance items will increase as the Aperture Residential Park buildings increase in age and are currently underfunded. Current demand continues to exceed supply</li> <li>- With the closing of Piikani House in April 2016 for scheduled maintenance, the rates set for returning apartment units are effectively placeholder rates and will not apply to students for this cycle. Rates have been amended while offline to ensure they remain comparable to local and PSE market environments.</li> </ul>
2) All other fees to remain at the 2015-2016 level.	<ul style="list-style-type: none"> <li>- Remaining fees are comparable to market rates and do not require adjustment.</li> </ul>

**Market comparisons are on facilities only and do not take into consideration Residence Life Programming.**



Source: Canadian Mortgage and Housing Corporation

**PROPOSED RESIDENCE RATES  
FOR THE RESIDENCE YEAR 2016-2017**

**ROOM RATES**

		2015-2016	2016	2016-2017	TOTAL					
	#	PRESENT	Est. Municipal	PROPOSED	PROPOSED	\$	%	2015-2016	FINANCIAL	2016-2017
	ROOMS	FEE	Tax Levy	FEE	FEE	INCREASE	INCREASE	REVENUE	IMPACT	REVENUE
<b>FIRST YEAR RESIDENCE</b>										
<b>DORMITORY</b> (Per person per month - based on 8.0 months)										
Double Rooms	92	\$ 321.00	\$ 45.00	\$ 292.00	\$ 337.00	\$ 16.00	5.00%	\$ 236,256	\$ 11,776	\$ 248,032
Suite Single Rooms	79	\$ 493.00	\$ 45.00	\$ 473.00	\$ 518.00	\$ 25.00	5.00%	\$ 311,576	\$ 15,800	\$ 327,376
Large Single Rooms	26	\$ 532.00	\$ 45.00	\$ 514.00	\$ 559.00	\$ 27.00	5.00%	\$ 110,656	\$ 5,616	\$ 116,272
Suite Large Single Rooms	16	\$ 557.00	\$ 45.00	\$ 540.00	\$ 585.00	\$ 28.00	5.00%	\$ 71,296	\$ 3,584	\$ 74,880
Executive Suite Single Rooms	32	\$ 572.00	\$ 45.00	\$ 556.00	\$ 601.00	\$ 29.00	5.00%	\$ 146,432	\$ 7,424	\$ 153,856
Executive Large Single Room	1	\$ 599.00	\$ 45.00	\$ 584.00	\$ 629.00	\$ 30.00	5.00%	\$ 4,792	\$ 240	\$ 5,032
Executive Suite Large Single Rooms	29	\$ 624.00	\$ 45.00	\$ 609.00	\$ 654.00	\$ 30.00	4.80%	\$ 144,768	\$ 6,960	\$ 151,728
	275				Total Dormitory Revenue			\$ 1,025,776	\$ 51,400	\$ 1,077,176
					% increase for Dormitory			5.01%		
<b>APARTMENTS</b> (Per person per month - based on 8.0 months)										
1 - Bedroom Apartment	1	\$ 1,016.00	\$ 45.00	\$ 1,022.00	\$ 1,067.00	\$ 51.00	5.00%	\$ 8,128	\$ 408	\$ 8,536
2 - Bedroom Apartment	28	\$ 648.00	\$ 45.00	\$ 642.00	\$ 687.00	\$ 39.00	6.00%	\$ 145,152	\$ 8,736	\$ 153,888
4 - Bedroom Apartment	28	\$ 646.00	\$ 45.00	\$ 632.00	\$ 677.00	\$ 31.00	4.80%	\$ 144,704	\$ 6,944	\$ 151,648
6 - Bedroom Apartment	90	\$ 624.00	\$ 45.00	\$ 610.00	\$ 655.00	\$ 31.00	4.90%	\$ 449,280	\$ 22,320	\$ 471,600
	147				Total Kainai Apartment Revenue			\$ 747,264	\$ 38,408	\$ 785,672
					% increase for Apartments			5.14%		
<b>RETURNING STUDENT RESIDENCE</b>										
<b>APARTMENTS</b> (Per person per month - based on 8.0 months)										
1 - Bedroom Apartment (Returning)	8	\$ 1,008.00	\$ 45.00	\$ 1,018.00	\$ 1,063.00	\$ 55.00	5.50%	\$ 64,512	\$ 3,520	\$ 68,032
2 - Bedroom Apartment (Returning)	60	\$ 640.00	\$ 45.00	\$ 638.00	\$ 683.00	\$ 43.00	6.65%	\$ 307,200	\$ 20,640	\$ 327,840
4 - Bedroom Apartment (Returning)	60	\$ 631.00	\$ 45.00	\$ 621.00	\$ 666.00	\$ 35.00	5.55%	\$ 302,880	\$ 16,800	\$ 319,680
	128				Total Piikani Apartment Revenue			\$ 674,592	\$ 40,960	\$ 715,552
					% increase for Apartments			6.07%		
<b>MT. BLAKISTON HOUSE</b> (Per person per month - based on 8.0 months)										
Bachelor Studio Suite	35	\$ 759.00	\$ 45.00	\$ 752.00	\$ 797.00	\$ 38.00	5.00%	\$ 212,520	\$ 10,640	\$ 223,160
2 - Bedroom Suite	16	\$ 702.00	\$ 45.00	\$ 692.00	\$ 737.00	\$ 35.00	5.00%	\$ 89,856	\$ 4,480	\$ 94,336
3 - Bedroom Suite	3	\$ 681.00	\$ 45.00	\$ 669.00	\$ 714.00	\$ 33.00	4.90%	\$ 16,344	\$ 792	\$ 17,136
4 - Bedroom Suite	200	\$ 681.00	\$ 45.00	\$ 669.00	\$ 714.00	\$ 33.00	4.80%	\$ 1,089,600	\$ 52,800	\$ 1,142,400
	254				Total Mt. Blakiston House Revenue			\$ 1,408,320	\$ 68,712	\$ 1,477,032
					% increase for Mt. Blakiston House			4.88%		
<b>SINGLE STUDENT TOWNHOMES</b> (per person per month - based on 8.0 months)										
4 - Bedroom RV Tow nhomes Double Executive	48	\$ 679.00	\$ 45.00	\$ 668.00	\$ 713.00	\$ 34.00	5.00%	\$ 260,736	\$ 13,056	\$ 273,792
4 - bedroom RV Tow nhomes	48	\$ 661.00	\$ 45.00	\$ 649.00	\$ 694.00	\$ 33.00	5.00%	\$ 253,824	\$ 12,672	\$ 266,496
3 - bedroom Tsuutina/Siksika Tow nhomes	6	\$ 661.00	\$ 45.00	\$ 650.00	\$ 695.00	\$ 34.00	5.20%	\$ 31,728	\$ 1,632	\$ 33,360
2 - bedroom Tsuutina/Siksika Tow nhomes - small room	16	\$ 641.00	\$ 45.00	\$ 634.00	\$ 679.00	\$ 38.00	6.00%	\$ 82,048	\$ 4,864	\$ 86,912
2 - bedroom Tsuutina/Siksika Tow nhomes - large room	48	\$ 672.00	\$ 45.00	\$ 662.00	\$ 707.00	\$ 35.00	5.20%	\$ 258,048	\$ 13,440	\$ 271,488
1 - bedroom Tsuutina/Siksika Tow nhome	2	\$ 1,023.00	\$ 45.00	\$ 1,029.00	\$ 1,074.00	\$ 51.00	5.00%	\$ 16,368	\$ 816	\$ 17,184
	168				Total Single Tow nhome Revenue			\$ 902,752	\$ 46,480	\$ 949,232
					% increase for Tow nhomes			5.15%		
<b>FAMILY TOWNHOMES</b> (Per unit per month - based on 11 months)										
2 - Bedroom Unit (Family)	10	\$ 1,089.00	\$ 45.00	\$ 1,205.00	\$ 1,250.00	\$ 161.00	14.75%	\$ 119,790	\$ 17,710	\$ 137,500.00
3 - Bedroom Unit (Family)	4	\$ 1,159.00	\$ 45.00	\$ 1,305.00	\$ 1,350.00	\$ 191.00	16.50%	\$ 50,996	\$ 8,404	\$ 59,400.00
2 - Bedroom Furnished Unit - non-student unit	2	\$ 1,274.00	\$ 45.00	\$ 1,318.00	\$ 1,363.00	\$ 89.00	7.00%	\$ 28,028	\$ 1,958	\$ 29,986.00
	16				Total Tow nhome Revenue			\$ 198,814	\$ 28,072	\$ 226,886
					% increase for Family Tow nhomes			14.12%		
<b>Rental Revenue Increase (Decrease) Anticipated</b>								\$ 4,957,518	\$ 274,032	\$ 5,231,550
<b>% Increase in rental fees:</b>								5.53%		
Plus: Est. Application fees								\$ 65,000		\$ 72,500
<b>Less Offline Inventory</b>										
<b>Piikani House</b>										
<b>APARTMENTS</b> (Per person per month - based on 8.0 months)										
					<b>Proposed Fee</b>			<b>2015-2016 REVENUE</b>	<b># of Rooms Offline</b>	<b>REDUCTION TO 2016-2017 REVENUE</b>
1 - Bedroom Apartment (Returning)					\$ 1,063.00			\$ 64,512	8	\$ 68,032.00
2 - Bedroom Apartment (Returning)					\$ 683.00			\$ 266,240	52	\$ 284,128.00
4 - Bedroom Apartment (Returning)					\$ 666.00			\$ 302,880	60	\$ 319,680.00
								\$ 633,632	120	\$ 671,840.00
<b>Less Forgone Revenue Due to Offline Inventory</b>										\$ 671,840
								<b>2015-2016 REVENUE</b>	<b>FINANCIAL IMPACT</b>	<b>2016-2017 REVENUE</b>
<b>Total Projected Revenue:</b>								\$ 5,022,518	-\$ 390,308	\$ 4,632,210
<b>% Increase in rental and misc. fees :</b>								-7.77%		

**Notes:** Student housing is contracted on a semester basis. Rates show n monthly for comparative purposes only. Students receive interest on their security deposit as it is refundable, therefore no financial impact has been calculated. The intent of increasing miscellaneous fees is to decrease the occurrence of these events as they are currently escalating. Most miscellaneous fees are avoidable. If students choose to avoid the fees, we will not receive the misc. revenue.

Eight 2 - Bedroom Apartments for RA Staff counted as Piikani Returning

**Rental Comparisons with Market to U of L**

Market to U of L with values - Bachelor Units - Single Housing					
Values used					
	High Speed Internet	\$60		Water and Heat	\$90
<i>Market comparison does not incorporate the value of residence life programming offered in campus housing.</i>	Cable or Satellite	\$48		Sewage and Garbage	\$10
	Furnishings and Linen	\$48		Electricity	\$75
	Bussing/Gas Required	\$77		Dishwasher	\$22
	24 Hour Security	\$15		Air Conditioning	\$22
	1 plug-in parking stall	\$51		Washer/Dryer	\$15

**2015-2016 Housing Fee Comparisons** 7/1/2015  
**Bachelor Suites**

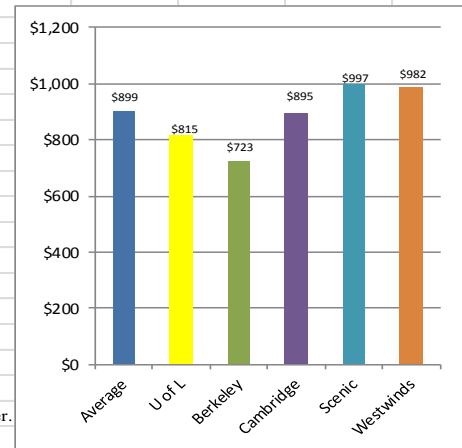
Description	2016-2017 Proposed U of L 1 bdrm. Apt.	Current Rates			
		Berkeley Square	Cambridge House	Scenic Heights	Westwinds Apts
		Security Deposit	\$300	\$500	\$800
Monthly Rent	\$797	\$625	\$775	\$725	\$785
Utilities: Water and Heat	incl	incl	incl	incl	incl
Electricity	incl	incl	incl	\$75	incl
Air Conditioning	n	n	n	n	n
Sewage/Garbage	incl	incl	incl	incl	incl
High Speed Internet	\$18	\$60	\$60	\$60	\$60
Cable/Satellite	y	\$48	\$48	\$48	\$48
Furniture	y	\$48	\$48	\$48	\$48
Appliances: Fridge & Stove	y	y	y	y	y
Dishwasher	n	-\$22	n	n	n
Washer/Dryer	n	n	n	n	n
Parking	n	-\$51	-\$51	-\$51	-\$51
Bussing Required	\$0	\$0	\$0	\$77	\$77
24 Hour Security	\$0	\$15	\$15	\$15	\$15
Pets	n	n	n	n	n
Application Fee	\$50	\$0	\$0	\$0	\$0
Required Lease/Term	4 mos(sem)	1 year	1 year	1 year	1 year
True Total Cost	\$815	\$723	\$895	\$997	\$982
8 mos. Commitment	\$6,870	\$6,284	\$7,960	\$8,666	\$8,641

Assumed \$100 charge for summer months which is very conservative; e.g. Berkeley Sq. charges \$250/mo.  
 It is unknown at this time if all properties provide the storage charge. If one holding fee in the summer student stays for the summer, they would have to pay for the entire suite. Many private properties charge to secure the suite for September rental. The University does not store furniture as rooms are rented on a casual basis in the summer.

2015 Average Mkt. TTC=	\$ 899.25
Market Rate to Proposed U of L Variance:	10%
2014 Average Mkt TTC=	\$ 911.50
2013 Average Mkt. TTC=	\$ 830.75

**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
  - No worry if roommate moves out, still charged a per bed rate
  - 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
  - Access to on-campus library
- 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.
- 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



Housing Services  
 7/31/2015

**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	\$60	Water and Heat	\$90
Market comparison does not incorporate the value of residence life programming offered in campus housing.	Cable or Satellite	\$48	Sewage and Garbage	\$10
	Furnishings and Linen	\$48	Electricity	\$75
	Bussing/Gas Required	\$77	Dishwasher	\$22
	24 Hour Security	\$15	Air Conditioning	\$22
	1 plug-in parking stall	\$51	Washer/Dryer	\$15

**2015-2016 Housing Fee Comparisons**  
1-Bedroom Apartments

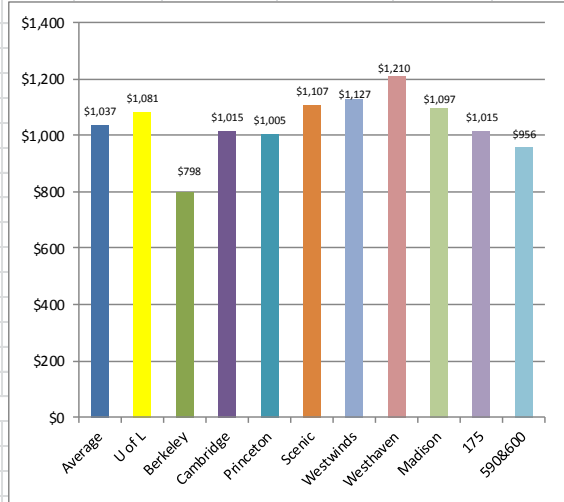
Description	2016-2017 Proposed U of L 1 bdrm. Apt.	Current Rates								
		Berkeley Square	Cambridge House	Princeton Place	Scenic Heights	Westwinds Apts	Westhaven Estates	Madison Heights	175 Columbia	590&600 Columbia
		Security Deposit	\$300	\$500	\$895	\$810	\$835	\$930	\$750	\$825
Monthly Rent	\$1,063	\$700	\$895	\$810	\$835	\$930	\$975	\$825	\$895	\$785
Utilities: Water and Heat	incl	incl	incl	incl	incl	incl	incl	incl	incl	incl
Electricity	incl	incl	incl	\$75	\$75	incl	\$75	\$75	incl	incl
Air Conditioning	n	n	n	n	n	n	n	n	n	n
Sewage/Garbage	incl	incl	incl	incl	incl	incl	incl	incl	incl	incl
High Speed Internet	18	\$60	\$60	\$60	\$60	\$60	\$60	\$60	\$60	\$60
Cable/Satellite	y	\$48	\$48	\$48	\$48	\$48	\$48	\$48	\$48	\$48
Furniture	y	\$48	\$48	\$48	\$48	\$48	\$48	\$48	\$48	\$48
Appliances: Fridge & Stove	y	y	y	y	y	y	y	y	y	y
Dishwasher	n	-\$22	n	n	n	-\$22	-\$22	n	n	n
Washer/Dryer	n	n	n	n	n	n	-\$15	n	n	n
Parking	n	-\$51	-\$51	-\$51	-\$51	-\$51	-\$51	-\$51	-\$51	\$0
Bussing Required	0	\$0	\$0	\$0	\$77	\$77	\$77	\$77	\$0	\$0
24 Hour Security	0	\$15	\$15	\$15	\$15	\$15	\$15	\$15	\$15	\$15
Pets	n	n	n	n	n	n	y (deposit required)	only cats	yes	n
Application Fee	\$50	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Required Lease/Term	4 mos(sem)	1 year	1 year	1 year	1 year	12 month	6 months	6 months	flexible	N/A
True Total Cost	\$1,081	\$798	\$1,015	\$1,005	\$1,107	\$1,127	\$1,210	\$1,097	\$1,015	\$956
8 mos. Commitment	\$8,998	\$6,884	\$9,015	\$8,850	\$9,691	\$9,946	\$10,430	\$9,601	\$9,015	\$8,433

Assumed \$100 charge for summer months which is very conservative; e.g. Berkeley Sq. charges \$250/mo.  
It is unknown at this time if all properties provide the storage charge. If one holding fee in the summer student stays for the summer, they would have to pay for the entire suite. Many private properties charge to secure the suite for September rental. The University does not store furniture as rooms are rented on a casual basis in the summer.

2015 Average Mkt. TTC=	\$ 1,036.67
Market Rate to Proposed U of L Variance:	-4%
2014 Average Mkt. TTC=	\$ 1,037.42
2013 Average Mkt. TTC=	\$ 972.40

**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
  - No worry if roommate moves out, still charged a per bed rate
  - 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
  - Access to on-campus library
- 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.
- 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



Housing Services  
7/31/2015

**Rental Comparisons with Market to U of L**

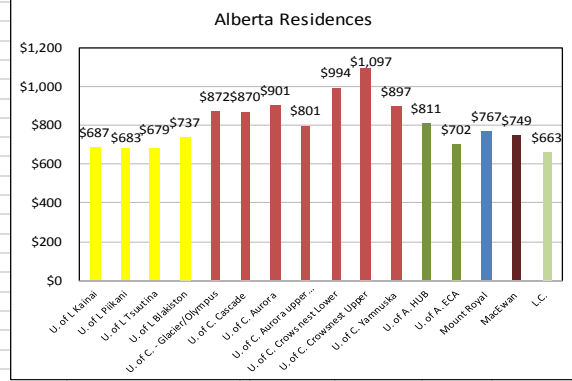
Market to U of L with values - 2 Bedroom Units - Single Housing				
Values used	High Speed Internet	\$60	Water and Heat	\$90
Market comparison does not incorporate the value of residence life programming offered in campus housing.	Cable or Satellite	\$48	Electricity	\$75
	Furnishings and Linen	\$65	Sewage and Garbage	\$10
	Bussing/Gas Required	\$77	Dishwasher	\$22
	24 Hour Security	\$15	Air Conditioning	\$22
	1 plug-in parking stall	\$51	Washer/Dryer	\$30

**2015-2016 Housing Fee Comparisons**  
2-Bedroom Apartments

		June 2015											
		2016-2017 Proposed U of L 2 bdrm. Apt.	Current Rates										
Description			Berkeley Square	Cambridge House	Princeton Place	Scenic Heights	Westridge Manor	Westhaven Estates	Madison Heights	Chilcotin Lane	590&600 Columbia	Condo West Lethbridge	Willow Pointe
Security Deposit		\$600	\$500	\$990	\$910	\$930	\$928	\$750	\$925	\$1,000	\$895	\$1,050	\$975
Monthly Rent		\$1,366	\$840	\$990	\$910	\$930	\$928	\$1,025	\$925	\$1,000	\$895	\$1,050	\$975
Utilities	Water and Heat	incl	incl	incl	incl	incl	incl	incl	incl	\$135	incl	incl	incl
	Electricity	incl	incl	incl	\$113	\$113	incl	\$113	\$113	\$113	incl	incl	incl
	Air Conditioning	n	n	n	n	y	n	n	n	n	n	n	n
	Sewage/Garbage	incl	incl	incl	incl	incl	incl	incl	incl	incl	incl	incl	incl
High Speed Internet		\$36	\$60	\$60	\$60	\$60	\$60	\$60	\$60	\$60	\$60	\$60	\$60
Cable/Satellite		incl	\$48	\$48	\$48	\$48	\$48	\$48	\$48	\$48	\$48	\$48	\$48
Furniture		incl	\$65	\$65	\$65	\$65	\$65	\$65	\$65	\$65	\$65	\$65	\$65
Appliances	Fridge & Stove	incl	incl	incl	incl	incl	incl	y	y	y	y	y	y
	Dishwasher	n	-\$22	n	n	n	-\$22	n	n	n	n	n	y
	Washer/Dryer	n	n	n	n	n	-\$30	n	n	n	n	n	-\$30
Parking		n	-\$51	-\$51	-\$51	-\$51	1 plug in over \$120/year	-\$51	-\$51	-\$51	-\$51	-\$51	-\$51
Bussing Required		\$0	\$0	\$0	\$0	\$77	\$77	\$77	\$77	\$77	\$77	\$77	\$77
24 Hour Security		\$0	\$15	\$15	\$15	\$15	\$15	\$15	\$15	\$15	\$15	\$15	\$15
Pets		n	n	y	n	n	n	y	only cats	some	n	no	no
Application Fee		\$100	\$0	\$0	\$0	\$0	\$0	\$35	\$0	\$0	\$0	\$0	\$0
Required Lease/Term		4 mos(sem)	1 year	1 year	1 year	1 year	1 year	6 months	6 months	6 months	N/A	monthly	monthly
True Total Cost		\$1,402	\$955	\$1,127	\$1,160	\$1,257	\$1,141	\$1,300	\$1,252	\$1,385	\$1,032	\$1,187	\$1,082
8 mos. Commitment		\$11,916	\$8,140	\$10,006	\$10,186	\$10,982	\$10,051.50	\$11,181	\$10,937	\$12,076	\$9,151	\$10,546	\$9,631

Assumed \$100 charge for summer months which is very conservative; e.g. Berkeley Sq. charges \$250/mo.  
It is unknown at this time if all properties provide the storage charge. If one holding fee in the summer student stays for the summer, they would have to pay for the entire suite. Many private properties charge to secure the suite for September rental. The University does not store furniture as rooms are rented on a casual basis in the summer.

2015 Average Mkt. TTC=	\$ 1,156.33
Market Rate to Proposed U of L Variance:	-18%
2014 Average Mkt. TTC=	\$ 1,151.58
2013 Average Mkt. TTC=	\$ 1,123.50



**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
  - No worry if roommate moves out, still charged a per bed rate
  - 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
  - Access to on-campus library
- ORS student support and social programs, provides a partnership in managing your living space
- Housing offers community living programs
- Housing provides special interest groups; i.e., hiking, swimming, etc.
- One fee payable to one service provider covers all of the services and amenities for on-campus Housing.
- 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
- Two bedroom apartments are the highest demand configuration for single student on-campus housing.

**Two Bedroom Apartment Application Demand**

2 Bedroom Unit Inventory for 2016-2017 Kainai & Piikani House			
Facility	Units	Beds	Total Beds Online
Kainai House	18	36	36
Piikani House*	26	52	0
Mt. Blakiston	8	16	16
<b>Total Available</b>	<b>52</b>	<b>104</b>	<b>52</b>

2 Bedroom Unit Demand from 2015-2016 Kainai & Piikani House			
Preference	New	Continuing	Total
First Preference	156	122	278
Second Preference	91	95	186
Third Preference	90	169	259
<b>Total Applications</b>	<b>337</b>	<b>386</b>	<b>723</b>

\*Piikani House offline for 2016-2017



**Rental Comparisons with Post Secondary Institutions to U of L**

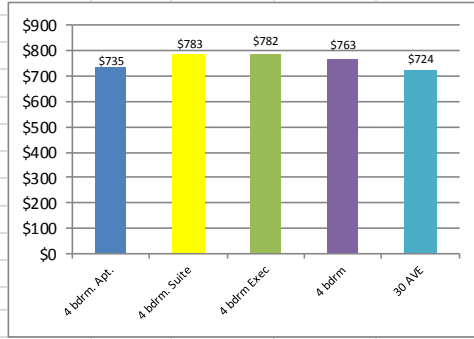
Market to U of L with values - 4 Bedroom Units - Single Housing				
Values used				
	High Speed Internet	\$60	Water and Heat	\$90
<i>Market comparison does not incorporate the value of residence life programming offered in campus housing.</i>	Cable or Satellite	\$48	Sewage and Garbage	\$10
	Furnishings and Linen	\$48	Electricity	\$75
	Bussing/Gas Required	\$77	Dishwasher	\$22
	24 Hour Security	\$15	Air Conditioning	\$22
	1 plug-in parking stall	\$51	Washer/Dryer	\$15

**2015-2016 Housing Fee Comparisons**  
**4-Bedroom Single Townhomes (Village)** May 2015

Description	2016-2017 Proposed U of L	2016-2017 Proposed U of L	2016-2017 Proposed U of L	2016-2017 Proposed U of L	2016-2017 Current LC
	4 bdrm. Apt. (K/P)	4 bdrm. Suite (Mt. Blakiston)	4 bdrm Exec (Village)	4 bdrm (Village)	30 AVE single bed
Security Deposit	\$300	\$300	\$300	\$300	\$300
Monthly Rent	\$666	\$714	\$713	\$694	\$687
Utilities:					
Water and Heat	incl	incl	incl	incl	incl
Electricity	incl	incl	incl	incl	incl
Air Conditioning	n	n	n	n	n
Sew age/Garbage	incl	incl	incl	incl	incl
High Speed Internet	\$18	\$18	\$18	\$18	incl
Cable/Satellite	incl	incl	incl	incl	incl
Furniture	incl	incl	incl	incl	incl
Appliances:					
Fridge & Stove	incl	incl	incl	incl	incl
Microw ave	n	n	incl	incl	n
Dishw asher	incl	incl	incl	incl	incl
Washer/Dryer	n	n	n	n	n
Television	n	n	incl	incl	n
Parking Plug / LC non plug	\$51	\$51	\$51	\$51	\$37
Bussing Required	\$0	\$0	\$0	\$0	\$0
24 Hour Security	\$0	\$0	\$0	\$0	\$0
Pets	n	n	n	n	n
Application Fee	\$50	\$50	\$50	\$50	\$25
Required Lease/Term	8 mos(sem)	8 mos(sem)	8 mos(sem)	8 mos(sem)	8 mos(sem)
Capacity	88	200	96	96	200
True Total Cost	\$735	\$783	\$782	\$763	\$724
8 mos. Commitment	\$6,230	\$6,614	\$6,606	\$6,454	\$6,115

**Notes:**

- Both Facilities offer a convenience factor which cannot be compared to any other property.
  - Access to on-campus food services study, workout, & TV rooms
  - Access to 24 hour computer lab
  - No worry if roommate moves out, still charged a per bed rate
  - Quick access to classes
  - Laundry facilities in a central Amenities building
  - Access to on-campus library
  - No cost to move or rent furniture, just pack a suitcase
- 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.
- A UofL application fee is required as Housing does the matching between students who do not know each other.



Housing Services  
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**Rental Comparisons with Market to U of L**

Market to U of L with values - 2 Bedroom Townhomes -Family Housing				
Values used				
	High Speed Internet	\$60	Water and Heat	90
<i>Market comparison does not incorporate the value of residence life programming offered in campus housing.</i>	Cable or Satellite	\$48	Sewage and Garbage	10
	Furnishings and Linen	\$65	Electricity	75
	Bussing/Gas Required	\$77	Dishwasher	22
	24 Hour Security	\$15	Air Conditioning	22
	1 plug-in parking stall	\$51	Washer/Dryer	30

**2015-2016 Housing Fee Comparisons  
2-Bedroom Family Townhomes**

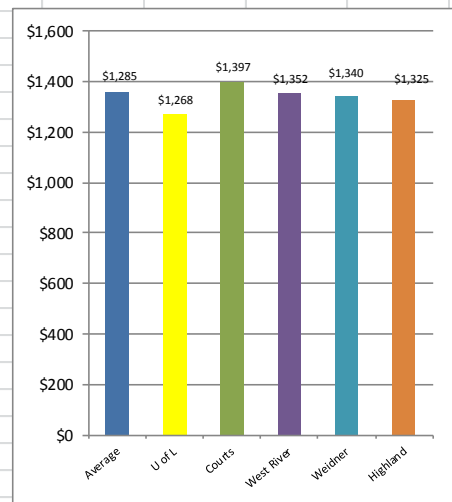
June 2015

Description	2015-2016 Proposed U of L 2 bdrm. TH	Current Rates						
		Courts Columbia	West River Heights	Weidner Investments	Highland Parkhomes	27 Highlands	23 Highlands	Westhaven Townhomes
		Security Deposit	\$1,250	\$750	\$900	\$750	\$750	\$900
Monthly Rent	\$1,250	\$945	\$900	\$1,120	\$925	\$900	\$900	\$1,120
Utilities: Water and Heat	y	\$180	\$180	incl	\$180	\$180	\$180	\$180
Electricity	y	\$113	\$113	\$113	\$113	\$113	\$113	\$113
Air Conditioning	n	n	n	n	n	n	n	n
Sewage/Garbage	y	\$10	\$10	\$10	\$10	\$10	\$10	\$10
High Speed Internet	\$18	\$60	\$60	\$60	\$60	\$60	\$60	\$60
Cable/Satellite	y	\$48	\$48	\$48	\$48	\$48	\$48	\$48
Furniture	n	n	n	n	n	n	n	n
Appliances: Fridge & Stove	y	y	y	y	y	y	y	y
Dishwasher	n	n	n	-\$22	-\$22	-\$22	-\$22	-\$22
Washer/Dryer	n	n	n	-\$30	-\$30	-\$30	-\$30	-\$30
Parking	n	-\$51	-\$51	-\$51	-\$51	-\$51	-\$51	-\$51
Bussing Required	\$0	\$77	\$77	\$77	\$77	\$77	\$77	\$77
24 Hour Security	\$0	\$15	\$15	\$15	\$15	\$15	\$15	\$15
Pets	n	n	with permission	pets with deposit	cats	no	no	with deposit
Application Fee	\$50	\$0	\$0	\$35	\$0	\$0	\$0	\$35
Required Lease/Term	1 year	1 year	6 months	6 months or 1 year	1 year	6 months	6 months	6 months
True Total Cost	\$1,268	\$1,397	\$1,352	\$1,340	\$1,325	\$1,300	\$1,300	\$1,520
12 mos. Commitment	16,516	17,508	17,118	16,859	16,644	16,494	16,494	19,119

2015 Average Mkt. TTC=	\$ 1,361.50
Market Rate to U of L Variance:	7%
2014 Average Mkt. TTC=	\$ 1,331.00
2013 Average Mkt. TTC=	\$ 1,272.75

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
  - Study rooms, work-out rooms, TV rooms
  - Laundry facilities in each Townhome Building
  - on-campus world class art gallery teaching facility
  - On-campus access to P.E. facilities including Olympic sized swimming pool
- 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.
- The above only accounts for those students taking the bus from off-campus. Those students driving a car would 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



Housing Services

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### Rental Comparisons with Market to U of L

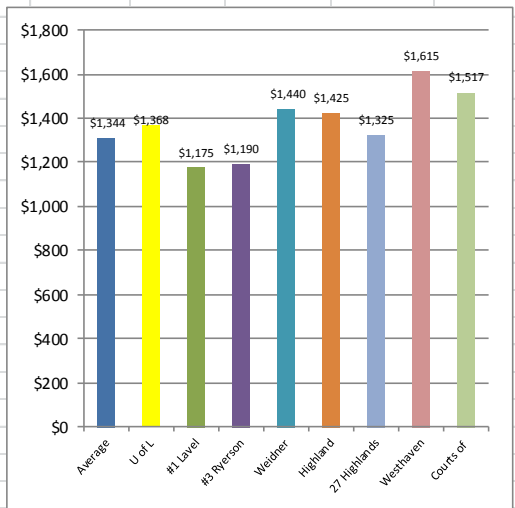
Market to U of L with values - 3 Bedroom Townhomes - Family Housing				
Values used				
	High Speed Internet	\$60	Water and Heat	90
Market comparison does not incorporate the value of residence life programming offered in campus housing.	Cable or Satellite	\$48	Sewage and Garbage	10
	Furnishings and Linen	\$65	Electricity	75
	Bussing/Gas Required	\$77	Dishwasher	22
	24 Hour Security	\$15	Air Conditioning	22
	1 plug-in parking stall	\$51	Washer/Dryer	30

### 2015-2016 Housing Fee Comparisons 3-Bedroom Family Townhomes

Description	2015-2016 Proposed U of L 3 Bdrm. TH	Current Rates						
		#1 Level Court	#3 Ryerson Road	Weidner Investments	Highland Parkhomes	27 Highlands	Westhaven Townhomes	Courts of Columbia
		Security Deposit	\$1,350	\$800	\$750	\$750	\$750	\$925
Monthly Rent	\$1,350	\$800	\$750	\$1,220	\$1,025	\$925	\$1,215	\$1,095
Utilities: Water and Heat	y	\$180	\$180	y	\$180	\$180	\$180	\$180
Electricity	y	\$113	\$113	\$113	\$113	\$113	\$113	\$113
Air Conditioning	n	n	\$0	n	n	n	n	n
Sewage/Garbage	y	\$10	\$10	\$10	\$10	\$10	\$10	\$10
High Speed Internet	\$18	\$60	\$60	\$60	\$60	\$60	\$60	\$60
Cable/Satellite	y	\$48	\$48	\$48	\$48	\$48	\$48	\$48
Furniture	n	n	\$65	n	n	n	n	n
Appliances: Fridge & Stove	y	y	y	y	y	y	y	y
Dishwasher	n	n	n	-\$22	-\$22	-\$22	-\$22	n
Washer/Dryer	y	n	n	-\$30	-\$30	-\$30	-\$30	-\$30
Parking	n	-\$51	-\$51	-\$51	-\$51	-\$51	-\$51	-\$51
Bussing Required	\$0	\$0	\$0	\$77	\$77	\$77	\$77	\$77
24 Hour Security	\$0	\$15	\$15	\$15	\$15	\$15	\$15	\$15
Pets	n	n	n	cats	cats	no	with deposit	with deposit
Application Fee	\$50	\$0	\$0	\$35	\$0	\$0	\$35	\$0
Required Lease/Term	1 year	6 months	6 months	6 or 12 months	1 year	6 months	6 months	7 months
True Total Cost	\$1,368	\$1,175	\$1,190	\$1,440	\$1,425	\$1,325	\$1,615	\$1,517
12 mos. Commitment	\$17,816	\$14,894	\$15,024	\$18,059	\$17,844	16,819	20,259	19,048

2015 Average Mkt. TTC=	\$ 1,307.00
Market Rate to Prop. U of L Variance=	-4%
2014 Average Mkt. TTC=	\$1,305.50
2013 Average Mkt. TTC=	\$ 1,315.75

- 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
    - On-campus access to P.E. facilities including Olympic sized swimming pool
    - Study rooms, work-out rooms, TV rooms
    - Laundry facilities in each 3 Bedroom unit
    - Quick access to classes
    - On-campus world class art gallery teaching facility
  - 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.
  - 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.



Housing Services  
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<b>NOTES ACCOMPANYING THE PROPOSED RESIDENCE RATES FOR THE RESIDENCE YEAR 2016-2017</b>			
<b>Miscellaneous Rates and Charges</b>			
<b>1 APPLICATION FEE:</b>	This fee is assessed to cover the cost of processing the application and the applicant. This is a non-refundable fee.		
<b>No Change Proposed</b>			
	<u>Current Fees</u>		
	U. of L. \$50.00	U. of C. = \$50.00	Mount Royal = \$45.00
		U. of A. = \$25.00	MacEwan = \$50.00 domestic
		L.C. = \$25.00	\$750.00 International (including deposit)
<b>2 HOUSING</b>	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 or not cancel at all creating empty beds in September which at that time are next to impossible to fill.		
<b>ADVANCE PAYMENTS:</b>	The advance payments are credited towards the student's room rental upon check-in, and represent no additional expenses. Experience shows that the increase of no-shows is increasing especially with first year students. Reducing the number of "no shows" increases the chance of those students requiring Campus Housing to secure the accommodation.		
<b>No Change Proposed</b>			
	<u>Current Fees</u>		
	U of L	\$1,000 for all students	
	U of C	\$1,000 for 1st years, \$500 for others (Non-refundable)	
	U of A	\$ 500 to accept	
	LC	All fees due Aug 31	
	Mount Royal	Residence fees due August 1 for Fall semester	
	MacEwan	Receipt of \$500 security deposit by June 15	
<b>3 DINING PLAN</b>	All 1st year students living in residence are required to participate in one of three dining plan options. The program is in place to ensure all 1st year students have money to meet their nutritional needs during the critical transitional period into a post-secondary environment. The advance payment will ensure all 1st year residents have money in place during the first weeks of school while awaiting student loans, if applicable.		
<b>ADVANCE PAYMENT:</b>			
<b>No Change Proposed</b>			
	<u>Current Fee</u>		
	U of L	\$400 Advance Dining Plan Payment	
		Applied to dining plan fee and offset by student loan.	
		No additional cost to the student as it is a deposit and is	
		fully refundable if they choose to not move into Campus Housing.	

<b>4 CANCELLATION FEES:</b>	Cancellations after the offer and room allocation will cause additional work and		
<b>No Change Proposed</b>	all assignments are reversed and replacements must be found with difficulty the closer to		
	September.		
	No changes are proposed to the existing schedule of charges. All penalties are		
	The following schedule outlines when payments are received and penalties imposed		
	Student Applies:	\$150.00 Paid - \$50 Application Fee and 1st Advance Payment of	
	<u>Current</u>		
	Student Accepts Offer:	\$900.00 Confirmation Deposit Paid used as a 2nd Advance Payment toward rental	
		Total upon acceptance paid: \$1000 (\$50 app. + \$100 advance + \$850 confirmation.)	
	Cancellation of Accepted Offer:		
	Admission Declined by Registrar at Any Time Charge: \$50.00 (7%)	Refund: \$900 (90%)	
	Cancellation Before July 1	Charge: \$700 (70%)	Refund: \$300 (30%)
	Before July 15th	Charge: \$800 (80%)	Refund: \$200 (20%)
	Before August 1st	Charge: \$900 (90%)	Refund: \$100 (10%)
	On or After August 15th	Charge: \$1000 (100%)	Refund: \$0 (0%)
	All Universities and Colleges polled charge all or part of the confirmation deposits upon cancellation.		
	<b>Summer Housing Cancellation Fee</b>		
	<u>Current</u>		
	Student Accepts Offer:	\$100 advance deposit + \$50 application fee paid at the time of application	
	Cancellation of Accepted Summer Housing Offer:		
	On or Before the last day of Spring Contract	\$100.00	
	After the Spring Contract Expires	\$300.00	
<b>5 KEY REPLACEMENT OR COMBINATION CHANGE:</b>	This fee is intended as a motivator to secure keys and to recover cost of replacing lost keys.		
<b>No Change Proposed</b>	Our charge would be assessed on a per lock changed basis.		
	<u>Current Fees</u>		
	U. of L. = Room key/ FOB \$75.00, Mail key \$50.00, Lock change \$100.00		
	U. of C. = \$30.00 FOB replacement, \$10.00 Mail Key, Lock Change \$125.00		
	U. of A. = \$125.00 lock change for any unit key / \$50.00 room key / \$6.00 for mail key		
	L.C. = \$25 per key		
	Mount Royal = \$25.00 per key, Mail key \$25.00		
	MacEwan = \$170.00 - \$250.00 for suite key and lock replacement		

<b>6 ROOM CHANGE FEE:</b>	This charge is to recognize the additional administrative cost of processing room change requests. It would not be assessed to changing rooms at the Housing Services. If a room change is unavailable the fee is refunded in full.
<b>No Change Proposed</b>	
	<u>Current Fees</u>
	U. of L. = \$50.00
	U. of C. = \$100.00 or \$50.00 for roommate concerns
	Additional \$100.00 if student fails to move within 24 hours of notification.
	U. of A. = \$50 total, \$25 to apply, an additional \$25 if approved
	L.C. = \$35.00
	Mount Royal = No Fee
	MacEwan = \$50.00
<b>7 CONTRACT TERMINATION FEE:</b>	This charge is directed at students who commit to an occupancy contract, but of their agreement and leave residence. It is intended to help off-set the costs of mid-term replacement tenants.
<b>No Change Proposed</b>	
	<u>Current Fees</u>
	U. of L. = \$300.00
	U. of C. = \$100.00 for breaking contract before October 15.
	Full term charges apply
	U. of A. = \$300 with 1 month notice for cancellation, or one month's rent for term
	L.C. = notice less than 30 days, charged \$250.00
	Mount Royal = \$400.00
	MacEwan = \$100 Early departure Fee; may forfeit security deposit
<b>8 LATE MOVE-OUT FEE</b>	The fee is to encourage students to move-out on the scheduled end of contract date.
<b>No Change Proposed</b>	With a short timeframe to turn student rooms over for summer housing operations, it is essential students vacate their rooms upon completion of their contract. This fee not applicable to students requesting extension for academic requirements (exams). Students are currently charged a nightly rate of \$15 - \$30 per night based on room type.
	<u>Current</u>
	U. of L. = \$100.00 for the first night; nightly rate for every night thereafter
	U. of C = \$100 per day for late move-out + \$200 to move-out student belongs.
	U. of A. = \$85.00 for Improper Check/Move out Fee
	Mount Royal = Any additional residence fees
	MacEwan = \$100.00 charge for late check out and additional residence fees
<b>9 MAIL BOX RENTAL:</b>	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 box rental is included in the rent. This fee is charged to students who have and still wish to receive their mail on campus.
<b>No Change Proposed</b>	Current: \$7.00 per month (charged to non-residents and extra mailboxes)

<b>10 PARKING CHARGES:</b>	As per Campus Parking rates		
	U. of L plug = \$48.33/ mo - \$32.08 mo/non-plug		
	U. of C. plug = \$103 - \$134 per month		
	U. of A. plug = approx \$95 per month		
	L.C. non-plug = \$55.00 per month		
	Mount Royal = \$85.00 - \$125.00 per month		
	MacEwan = \$154.00 - \$233.00 per month		
<b>11 SECURITY DEPOSIT:</b>	This fee is designed to cover damage, cleaning and termination charges should a residence with an outstanding balance. This must be sufficient to cover should a student leave before their lease expires. This deposit will reduce debt expenses. The current dollar value of the security deposit no longer provides incentive to minimize damage or clean units upon move-out.		
<b>No Change Proposed</b>			
	<u>Current Fees:</u>	<b>Single Students</b>	<b>Family Housing</b>
		U. of L. = \$300.00	U. of L. = month rent
		U. of C. = n/c	U. of C. = month rent
		U. of A. = \$500.00	U. of A. = \$150.00
		L.C. = \$300.00	L.C. = \$400.00
		Mount Royal = \$400.00	
		MacEwan = \$700.00	
<b>12 DAMAGE RECOVERY:</b>	This charge is to compensate for the administrative time used to prepare student The 10% mark-up is charged on all repairs where the individual has not voluntarily responsibility. If we have to seek out the perpetrator, we assess the mark-up to cover the additional administrative costs.		
<b>No Change Proposed</b>			
	U. of L.: Cost of repair, labour \$50/hr and \$10 admin fee		
	U. of C.: Cost of repair or replacement of item. Charges vary from \$25.00 - \$375.00 per item.		
	U. of A.: Cost of repair + 10% (damages and admin fee)		
	Mount Royal: Minimum charge of \$100 for any Housekeeping work		
	MacEwan: Cost of the repair or replamcent item.		
<b>13 Cleaning Charge</b>	A cleaning charge is assessed upon move-out if a student does not leave their room in a reasonably clean state. The charge is a direct cost recovery for labour and supplies to prepare the room for the next student move-in. Cleaning charges are only levied if the time spent is greater than 20 minutes. All charges are assessed in 15 minute increments.		
<b>No Change Proposed</b>			
	<u>Current</u>		
	U. of L. = \$50.00 per hour		
	U. of C. = \$40 per hour; \$175 for unit carpet cleaning , or per item cost		
	L.C. = per item charge, minimum \$25.00		
	U. of A. = \$50.00 minimum; \$50.00 - \$360.00 scaled thereafter		
	Mount Royal: Minimum charge of \$100 for any maintenance work		
	MacEwan = \$50.00 - \$250.00		



<b>14 O.R.S. Fees</b>	This fee is set by the Organization of Residence Students under their constitution	
<b>No Change Proposed</b>	a portion of the residence life programming that is undertaken in the community. It	
	here because the University collects the fee from all student residents on behalf of	
	This fee does not create revenue for the Housing Services but for the O.R.S.	
	<u>Current</u>	
		U. of L. = \$45.00 per semester
		U. of C. = \$50.00 per semester first-year students
		\$40.00 per semester upper year and graduate students
		U. of A. = varies by building (\$36.00 to \$75.00) per semester
		Mount Royal = \$30 per term Residence Programming fee
		MacEwan = \$80 Residence Life Programming fee
<b>15 Utility Surcharge</b>	This fee is required to offset any significant and unforeseen utility rates.	
<b>No Change Proposed</b>	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.	
<b>16 Lock Out Fee</b>	The fee is designed to reduce the number of call outs to unlock student rooms due	
<b>No Changed Proposed</b>	to negligence in taking keys. The intention is to encourage students to lock their doors	
	and carry their keys with them at all times.	
	<u>Current</u>	
		U. of L. = \$25.00 per call out after first offence
		U. of C. = \$5 per call out
		U. of A. = \$30.00 per call out after first offence
		L.C. = \$20.00 per call out
		Mount Royal = \$25.00 per call out after first offence
		MacEwan = \$25.00 per call out after first three offences

<b>RENTAL RATES: (per person)</b>	Proposal Attached.			
Comparative rates for other institutions are shown at current 2015-2016 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.				
<b>DORMITORY</b>	The proposed increase considers escalations in wages and utilities, and the need revenue in line with our cost experiences.			
U. of L. proposed	<b>Double:</b> <b>\$337.00</b>	<b>Single:</b> <b>\$559.00</b>	<b>Suite Large Single:</b> <b>\$585.00</b>	
	<b>Executive Large Single:</b> <b>\$629.00</b>			
U. of C. - Rundle, Kananaskis current	\$451.00 (double)		\$727.00 (large single)	
U. of C. - Cascade-Scholars - current	\$798.00 (large double)	\$876.00 (small single)	\$964.00 (large single)	
U. of A. - current	\$414.00 (double)		633.00 (large single)	
Mount Royal - current	No dormitory facilities			
MacEwan - current	No dormitory facilities			
L.C. - current	No dormitory facilities			
<b>APARTMENTS</b>	The proposed increase considers escalations in wages and utilities, and the need revenue in line with our cost experiences.			
U. of L. proposed	<b>1-Bedroom:</b>	<b>2-Bedroom:</b>	<b>4-Bedroom:</b>	<b>6-Bedroom:</b>
First Year Residence	<b>\$1,067.00</b>	<b>\$687.00</b>	<b>\$677.00</b>	<b>\$655.00</b>
Returning Student Residence	<b>\$1,063.00</b>	<b>\$683.00</b>	<b>\$666.00</b>	
U. of L. proposed	<b>Tsuutina (small):</b>	<b>Tsuutina (large):</b>	<b>New Village (Lower):</b>	
Returning Student Residence	<b>\$679.00</b>	<b>\$707.00</b>	<b>\$694.00</b>	
U. of L. proposed	<b>Studio</b>	<b>2-Bedroom:</b>	<b>4-Bedroom:</b>	
Mt. Blakiston House	<b>\$797.00</b>	<b>\$737.00</b>	<b>\$714.00</b>	
U. of C. - Glacier, Olympus - current	\$998.00 (1-bdrm) \$937.00 (Studio)	\$872.00 (2-bdrm)	\$879.00. (4-bdrm)	
U. of C. Cascade - current	n/a \$982.00 (Studio)	\$870.00 (2-bdrm)	\$798.00 (4-bdrm)	
U. of C. Aurora - current	\$974.00 (Studio)	\$901.00 (2-bdrm)	\$875.00 (3-bdrm)	
U. of C. Aurora pper floors - current	\$1074.00 (Studio)	\$801.00 (2-bdrm)	\$975.00 (3-bdrm)	
U. of C. Crowsnest - current	\$1074.00 (Studio)	\$994.00 (2-bdrm)	\$875.00 (3-bdrm)	
U. of C. Crowsnest upper floors - current	\$1035.00 (Studio)	\$1097.00 (2-bdrm)	\$981.00 (3-bdrm)	
U. of C. Yamnuska - current		\$897.00 (2-bdrm suite)	\$861.00 (3-bdrm suite)	
U. of A. HUB (furnished) - current	\$1013.00 (1-bdrm unfurn.) \$840.00 (Studio)	\$811.00 (2-bdrm)	\$595.00 (4-bdrm)	
U. of A. East Campus Village - current	\$1013.00 (1-bdrm)	\$702.00 (2-bdrm)	\$547.00 (4-bdrm)	
Mount Royal - current	\$1000.00 (1-bdrm)	\$767.00 (2-bdrm)	\$706.00 (4-bdrm)	
MacEwan - current	\$944.00 (Studio)	\$749.00 (2-bdrm)	\$773.00 (4-bdrm)	
L.C. - current	\$887.50 (1-bdrm)	\$662.50 (2-bdrm)	\$687.00 (30th Ave. 4-bdrm units)	
<b>FAMILY TOWNHOMES</b>	The proposed increase considers escalations in wages and utilities, and the need rents closer to our local market rates.			
U of L. proposed		<b>2-Bedroom:</b> <b>\$1,250.00</b>	<b>3-Bedroom<sup>1</sup>:</b> <b>\$1,350.00</b>	
U. of C. - current	\$1,210.00 (1-bdrm)	\$1,330.00 (2-bdrm)	\$1,378.00 (3-bdrm)	
U. of A. - current	\$873 - \$926 (loft style)	\$856 - \$930 (2-bdrm)	\$1072 - \$1130 (3-bdrm)	
L.C. - current	n/a	\$1,000.00 (2-bdrm)	n/a	
	<sup>1</sup> Includes in-suite laundry			
Housing Services July 2015				

# 15 APPENDIX D – PROPOSED CONFERENCE SERVICES

## University of Lethbridge Conference & Event Services

### Proposed Rates for Summer Accommodation Program May - August

#### Rates include:

- Parking fee
- Municipal Marketing Fee
- Provincial Tourism Levy
- GST

Room Type	PROPOSED FEE SCHEDULE									
	2015-2016		2016-2017		2017-2018		2018-2019		2019-2020	
	Daily Rates		Daily Rates		Daily Rates		Daily Rates		Daily Rates	
	CURRENT		% Increase over 2014-2015		% Increase over 2015-2016		% Increase over 2016-2017		% Increase over 2017-2018	
<b>One Bedroom Apartment</b>	\$ 101.50	\$ 105.00	3%	\$ 110.25	5%	\$ 115.76	5%	\$ 121.55	5%	
Weekly	\$ 590.00	\$ 620.00	5%	\$ 651.00	5%	\$ 683.55	5%	\$ 717.73	5%	
Monthly	\$ 1,195.00	\$ 1,255.00	5%	\$ 1,317.75	5%	\$ 1,383.64	5%	\$ 1,452.82	5%	
<b>Two Bedroom Apartment</b>	\$ 128.50	\$ 132.50	3%	\$ 139.13	5%	\$ 146.08	5%	\$ 153.39	5%	
Weekly	\$ 785.00	\$ 820.00	4%	\$ 861.00	5%	\$ 904.05	5%	\$ 949.25	5%	
Monthly	\$ 1,650.00	\$ 1,730.00	5%	\$ 1,816.50	5%	\$ 1,907.33	5%	\$ 2,002.69	5%	
<b>Four Bedroom Apartment</b>	\$ 193.50	\$ 200.00	3%	\$ 210.00	5%	\$ 220.50	5%	\$ 231.53	5%	
Weekly	\$ 1,105.00	\$ 1,150.00	4%	\$ 1,207.50	5%	\$ 1,267.88	5%	\$ 1,331.27	5%	
Monthly	\$ 2,780.00	\$ 2,900.00	4%	\$ 3,045.00	5%	\$ 3,197.25	5%	\$ 3,357.11	5%	

Double beds - flat screen TV - free wifi and hard wired option - full kitchen

#### Competitive Analysis Accommodation Rates

	UofL Rates	Days Inn	Lethbridge Lodge	Holiday Inn Express	Grant McEwan	UofA	Hotel Alma
	CURRENT						
<b>One Bedroom Apartment</b>	\$ 105.00	\$ 112.28	\$ 127.85	\$ 154.76	\$ 84.20	\$ 111.25	\$ 166.72
Weekly	\$ 620.00	n/a	n/a				
Monthly	\$ 1,255.00	n/a	n/a			\$ 1,850.00	\$ 1,188.00
<b>Two Bedroom Apartment</b>	\$ 132.50				\$ 106.65	\$ 154.93	\$ 140.34
Weekly	\$ 820.00						
Monthly	\$ 1,730.00						\$ 1,250.00
<b>Four Bedroom Apartment</b>	\$ 200.00				\$ 235.78		
Weekly	\$ 1,150.00						
Monthly	\$ 2,900.00						

Hotel rooms with One or Two Queen Beds - no kitchen facilities

Shared Kitchen option

**University of Lethbridge  
Conference & Event Services**

**Proposed External Facility Rental Fees 2015 - 2020**

Current rates do not include set-up, caretaking, additional AV, Security & Parking or catering charges.  
Proposed rates will include set-up and caretaking. Parking receives a % of the total billing.

Facility	PROPOSED FEE SCHEDULE								
	2015-2016 Daily Rates CURRENT	2016-2017 Daily Rates		2017-2018 Daily Rates		2018-2019 Daily Rates		2019-2020 Daily Rates	
			% Increase over 2015-2016		% Increase over 2016-2017		% Increase over 2017-2018		% Increase over 2018-2019
<b>Classrooms / Lecture Theatres</b>									
Up to 50 ppl	\$ 110.00	\$ 175.00	59%	\$ 183.75	5%	\$ 192.94	5%	\$ 202.58	5%
50 to 100 ppl	\$ 140.00	\$ 225.00	61%	\$ 236.25	5%	\$ 248.06	5%	\$ 260.47	5%
over 100 ppl	\$ 185.00	\$ 300.00	62%	\$ 315.00	5%	\$ 330.75	5%	\$ 347.29	5%
<b>Conference Rooms Facilities</b>									
Mount Blakiston House Lounge (summer only)	\$ 121.00	\$ 225.00	86%	\$ 236.25	5%	\$ 248.06	5%	\$ 260.47	5%
P200	\$ 121.00	\$ 225.00	86%	\$ 236.25	5%	\$ 248.06	5%	\$ 260.47	5%
Urban Market (with \$500.00 minimum catering)	\$ 210.00	\$ 475.00	126%	\$ 498.75	5%	\$ 523.69	5%	\$ 549.87	5%
<b>Anderson Hall</b>									
AH 100	\$ 210.00	\$ 325.00	55%	\$ 341.25	5%	\$ 358.31	5%	\$ 376.23	5%
<b>Board Room W646</b>	\$ 121.00	\$ 175.00	45%	\$ 183.75	5%	\$ 192.94	5%	\$ 202.58	5%
<b>ATRIUMS</b>									
UHALL Atrium - Open Area	\$ 575.00	\$ 900.00	57%	\$ 945.00	5%	\$ 992.25	5%	\$ 1,041.86	5%
UHALL Atrium - Open Area & Concourse	\$ 785.00	\$ 1,100.00	40%	\$ 1,155.00	5%	\$ 1,212.75	5%	\$ 1,273.39	5%
Markin Atrium	\$ 435.00	\$ 750.00	72%	\$ 787.50	5%	\$ 826.88	5%	\$ 868.22	5%
<b>Penny Building *</b>									
PB200/201	\$ 168.00	\$ 300.00	79%	\$ 315.00	5%	\$ 330.75	5%	\$ 347.29	5%
PB115/112/111	\$ 210.00	\$ 475.00	126%	\$ 498.75	5%	\$ 523.69	5%	\$ 549.87	5%
<b>Other</b>									
Breezeway (not available due to construction)	n/a	\$ 500.00		\$ 525.00	5%	\$ 551.25	5%	\$ 578.81	5%
Patios	\$ 158.00	\$ 325.00	106%	\$ 341.25	5%	\$ 358.31	5%	\$ 376.23	5%
Smudging Room A430	\$ 110.00	\$ 175.00	59%	\$ 183.75	5%	\$ 192.94	5%	\$ 202.58	5%
Video Conferencing Room B7	\$160.00/\$85.00/hour	\$ 325.00	5%	\$ 341.25	5%	\$ 358.31	5%	\$ 376.23	5%
Trading Room M2040	\$ 260.00	\$ 325.00	25%	\$ 341.25	5%	\$ 358.31	5%	\$ 376.23	5%

**Competitive Analysis Facility Rates**

Facility	Full Day Rate Comparisons						
	Uof L Current Rates	Students' Union Max	Galt Museum Max	Enmax Centre Max	Lethbridge Lodge Max	Coast hotel Max	CASA Max
	Proposed						
<b>Classrooms / Lecture Theatres</b>							
Up to 50 ppl	\$ 175.00	\$ 250.00	\$ 275.00		\$ 195.00	\$ 350.00	\$30.00/hour
50 to 100 ppl	\$ 225.00	\$ 250.00			\$ 250.00		
over 100 ppl	\$ 300.00	\$ 300.00		\$ 450.00	\$ 1,865.00	\$ 1,000.00	
<b>Conference Rooms Facilities</b>							
Mount Blakiston House Lounge (summer only)	\$ 225.00		\$ 275.00		\$ 250.00		
P200	\$ 225.00		\$ 275.00		\$ 250.00	\$ 350.00	
Urban Market	\$ 475.00	\$ 250.00	\$ 700.00	\$ 450.00			\$ 650.00
<b>Anderson Hall</b>							
AH 100	\$ 325.00	\$ 250.00	\$ 275.00		\$ 250.00	\$ 750.00	\$30.00/hour
<b>Board Room W646</b>	\$ 175.00		\$ 130.00		\$ 195.00		
<b>ATRIUM</b>							
UHALL Atrium - Open Area	\$ 900.00	\$ 500.00	\$ 700.00	\$ 450.00	\$ 1,865.00	\$ 1,800.00	\$ 650.00
UHALL Atrium - Open Area & Concourse	\$ 1,100.00	\$ 750.00	\$ 700.00		\$ 1,865.00	\$ 1,800.00	
Markin Atrium	\$ 750.00	\$ 300.00	\$ 700.00	\$ 450.00	\$ 1,865.00	\$ 1,800.00	\$ 650.00
<b>Penny Building</b>							
PB200/201	\$ 300.00	\$ 250.00	\$ 275.00				\$30.00/hour
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<b>Other</b>							
Breezeway (not available due to construction)	\$ 500.00						\$30.00/hour
Patios	\$ 325.00						\$30.00/hour
Smudging Room A430	\$ 175.00						
Video Conference Room B7	\$ 325.00						
Trading Room M2040	\$ 325.00						

All Full Day Events must be after 4:30pm

Ballrooms - Hotel conference rooms are not in the same market as costs are often adjusted with the purchase of catering and guest rooms. Included as a reference and price point comparison only.

**University of Lethbridge  
Conference & Event Services**

**Proposed External Facility Rental Fees 2015 - 2020**

Current rates do not include set-up, caretaking, additional AV, Security & Parking or catering charges.  
Proposed rates will include set-up and caretaking. Parking receives a % of the total billing.

Facility	PROPOSED FEE SCHEDULE									
	2015-2016 Daily Rates CURRENT		2016-2017 Daily Rates		2017-2018 Daily Rates		2018-2019 Daily Rates		2019-2020 Daily Rates	
			% Increase over 2015-2016		% Increase over 2016- 2017		% Increase over 2017- 2018		% Increase over 2018- 2019	
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**Competitive Analysis Facility Rates**

Facility	Full Day Rate Comparisons						
	Uof L Current	Students' Union	Galt Museum	Enmax Centre	Lethbridge Lodge	Coast hotel	CASA
	Rates Proposed	Max	Max	Max	Max	Max	Max
<b>Classrooms / Lecture Theatres</b>							
Up to 50 ppl	\$ 175.00	\$ 250.00	\$ 275.00		\$ 195.00	\$ 350.00	\$30.00/hour
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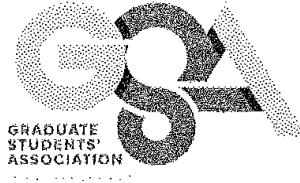
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# 16 APPENDIX E – SUPPORTING DOCUMENTATION

## 1. ULGSA – Graduate Student Representation Fee

Proposed AB-GPAC Fee -Income and Expenditure				
Income				
		Fee Amount \$	Students (Estimated)	Total
	AbGPAC Fee	3	560	1680
	Representation	2	560	1120
<b>Total</b>				<b>2800</b>
Expenses				
	AbGPAC Fee			1680
	Travel Costs – Destination	Kms	Trip Cost	Total Trips Cost
	Calgary	434	199.64	199.64
	Edmonton	1028	472.88	945.76
	Travel Costs			<b>1145.4</b>
<b>Total</b>				2825.4
<b>Balance</b>				<b>-\$25.40</b>
Rate	Estimated Trips			
0.46	1			
0.46	2			



# The Graduate Students' Association of the University of Lethbridge

M2041, University Hall, University of Lethbridge, Lethbridge, Alberta T1K 3M4  
Tel: 403-329-2132

## MEETING MINUTES FOR GSAE MEETING M2041, University of Lethbridge, Alberta September 4, 2015 11:30 PM –1:30 PM

### 1. Call to order (11:49p.m.)

In attendance: Kayla Ueland, Gurpreet Singh, Greta Vardazaryan, and Lanna Petterson

### 2. Approve the September 4<sup>th</sup> Meeting Agenda

Kayla/Greta CARRIED

### 3. Items for Action

#### 3.1. Quality Initiative Program

3.1.1. *To approve the Quality Initiative Proposal Allocation for 2015-2016*

Kayla/Greta CARRIED

3.1.2. *To approve the Quality Initiative Proposal Allocation for 2016-2017*

Kayla/Greta CARRIED

#### 3.2. Student Event Financial Assistance

3.2.1. *To distribute the Student Event Financial Assistance Award at the discretion of the GSA Events Committee.*

Kayla/Gurpreet CARRIED

#### 3.3. Speaker

3.3.1. *To approve the GSA Speaker Job Description, pending minor changes*

Kayla/Greta CARRIED

3.3.2. *To post the GSA Speaker open call immediately, pending minor changes*

Kayla/Greta CARRIED

#### 3.4. Fees

3.4.1. *To approve a 9% increase in GSA fees to all members of the GSA in 2016-2017, 2017-2018, and 2018-2019.*

Gurpreet/Greta CARRIED

3.4.2. *To approve the introduction of a \$5.00 per year ab-GPAC fee to all members of the GSA in 2016-2017.*

Gurpreet/Greta CARRIED

### 4. Items for Information

AB-GPAC Fees Policy  
Draft: Aug 20, 2015

### **Delegation of Authority**

The Board of Directors of ab-GPAC authorizes the Treasurer to charge fees to each Member on an annual basis.

### **Purpose**

Each Member is required to pay fees on an annual basis. This policy outlines the method used to calculate fees, the procedure for invoicing Members, and the procedure for collecting fees.

### **Policy**

1. Fee Requirement
  - 1.1 Each Member is required to contribute to ab-GPAC through annual fees.
2. Fee Period
  - 2.1 Each Member shall contribute fees annually.
  - 2.2 For the purposes of this policy, fees shall be considered to apply to ab-GPAC's fiscal year of September 1-August 31.
3. Number of Graduate Student Calculations
  - 3.1 Numbers of graduate students shall be calculated annually based on the previous academic year to determine annual fees owed to ab-GPAC by each Member.
  - 3.2 For The University of Alberta, The University of Calgary, and the University of Lethbridge, the number of graduate students at each institution shall be determined to be the total number of graduate students who paid fees to each member in the previous academic year.
  - 3.3 For Athabasca University, the number of graduate students shall be determined to be the total number of graduate student Full-Time Equivalents (FTEs) reported in the previous academic year.
  - 3.4 Each Member shall provide the Treasurer with a letter from either the Registrar or Faculty of Graduate Studies at their institution stating the total number of graduate students calculated in Section 3.2 or 3.3 as applicable, no later than August 1 of each year.
4. Fee Amount
  - 4.1 Each Member agrees to pay fees in the amount of \$3.00 per graduate student, as calculated in Section 3, at their institution on an annual basis.
5. Invoice and Payment Schedule
  - 5.1 The Treasurer will invoice each Member by September 1 each year.
  - 5.2 The Treasurer will calculate the fees due based on the number of graduate students reported in the letter provided by each Member as per Section 3.4.
  - 5.3 Fees are due from each Member by September 30 each year.
6. Late Fees
  - 6.1 Any Member whose fees are more than 30 days late will be assessed a late fee of 2% of the unpaid amount.
  - 6.2 A late fee will be applied every 30 days until the amount due is paid.
7. Authority and Disputes



- 7.1 The Treasurer will have the full authority to determine fees according to this policy, invoice Members for fees, collect fees, and impose late penalties, if necessary.
- 7.2 Disputes over fees will first be addressed with the Treasurer.
- 7.3 All Members have the right to have their dispute settled through a Board of Directors vote. Such a vote shall be considered the final resolution of the dispute, and the Treasurer shall act in accordance with the Board's decision.

AB-GPAC Treasurer  
AB-GPAC Chair

**Point of Contact**  
[abgpactreasurer@gmail.com](mailto:abgpactreasurer@gmail.com)  
[abgpacchair@gmail.com](mailto:abgpacchair@gmail.com)

## What is ab-GPAC?




The Alberta Graduate Provincial Advocacy Council (ab-GPAC) is a non-partisan organization that advocates to the Alberta government on behalf of the 17,000 graduate students attending the province's research-intensive universities. We strive to improve the quality and experience of postgraduate education in the province, partnering with fellow student-led organizations whenever possible.

Over the next two years, the provincial government will be conducting a major review of the provincial postsecondary education system. The Ministry of Innovation and Advanced Education has committed to actively engaging ab-GPAC as a stakeholder in this review. This provides us with an incredible opportunity to shape the future of postsecondary education in Alberta.



## What are ab-GPAC's advocacy priorities for 2015-2016?

ab-GPAC is currently focusing on the following key issues:

-  Securing predictable and sustainable funding for all institutions
-  Increasing funding for graduate mental health programs
-  Increasing funding for graduate professional development programs

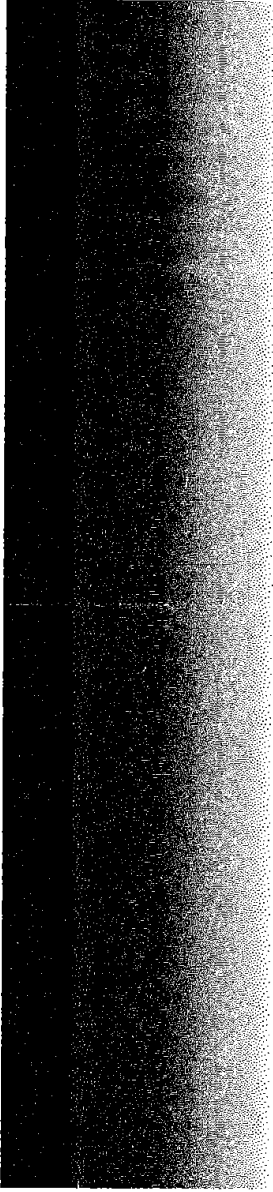


## Who are the members of ab-GPAC?

The Graduate Students' Associations (GSAs) from the following four institutions form the membership of ab-GPAC:

- Athabasca University
- University of Alberta
- University of Calgary
- University of Lethbridge

These schools have been designated by the Alberta government as "Comprehensive Academic and Research Institutions" (CARI) in the piece of provincial legislation known as the Post-secondary Learning Act (PSLA).



**What are ab-GPAC's current projects?**

ab-GPAC is currently working on the following projects for the 2015-2016 academic year:

- Developing a provincial budget submission
- Actively participating in consultations with the Ministry of Innovation and Advanced Education
- Providing recommendations for the province's two-year review of the Advanced Education system
- Conducting policy research
- Developing ab-GPAC's Three-Year Strategic Plan

# ab ● GPAC

**Have questions about ab-GPAC?**

Contact the Chair of ab-GPAC at [abgpachchair@gmail.com](mailto:abgpachchair@gmail.com) for more information.

Advocating on behalf of over 17,000 graduate students from all of the research-intensive universities in Alberta.



## 2. Application Fee Comparative Analysis

UNIVERSITY	Undergraduate Application Fee					Graduate Application Fee				
	Domestic	International	Difference	Int'l Vs Domestic (%)	Subsequent Apps	Domestic	International	Difference	Int'l Vs Domestic (%)	Subsequent Apps
Alberta Institutions										
University of Lethbridge	100.00	100.00	0.00	100.00	25.00	100.00	100.00	0.00	100.00	25.00
Athabasca University	115.00	115.00	0.00	100.00	0.00	150.00	150.00	0.00	100.00	150.00
Concordia University College of Alberta	50.00	100.00	50.00	200.00	N/A	50.00	100.00	50.00	200.00	N/A
MacEwan University	70.00	140.00	70.00	200.00	N/A	N/A	N/A	N/A	N/A	N/A
Mount Royal University	100.00	100.00	0.00	100.00	N/A	N/A	N/A	N/A	N/A	N/A
University of Alberta	125.00	125.00	0.00	100.00	75.00	100.00	100.00	0.00	100.00	100.00
University of Calgary	115.00	145.00	30.00	126.09	N/A	100.00	130.00	30.00	130.00	180.00
British Columbia Institutions										
British Columbia Institute of Technology	62.00	154.00	92.00	248.39	N/A	N/A	N/A	N/A	N/A	N/A
Capilano University	50.00	135.00	85.00	270.00	50.00	N/A	N/A	N/A	N/A	N/A
Kwantlen Polytechnic University	40.00	120.00	80.00	300.00	N/A	N/A	N/A	N/A	N/A	N/A
Royal Roads University	114.00	228.00	114.00	200.00	N/A	114.00	228.00	114.00	200.00	N/A
Simon Fraser University	75.00	75.00	0.00	100.00	N/A	95.00	125.00	30.00	131.58	N/A
Thompson Rivers University	27.03	100.00	72.97	369.96	N/A	27.03	100.00	72.97	369.96	N/A
University of British Columbia	65.60	110.00	44.40	167.68	65.50	98.28	159.00	60.72	161.78	N/A
University of Northern British Columbia	35.70	76.50	40.80	214.29	N/A	76.50	153.00	76.50	200.00	100.00
University of the Fraser Valley	45.00	150.00	105.00	333.33	20.00	75.00	75.00	0.00	100.00	20.00
University of Victoria	71.75	117.00	45.25	163.07	18.50	116.75	144.00	27.25	123.34	250.00
Vancouver Island University	37.80	150.00	112.20	396.83	N/A	100.00	150.00	50.00	150.00	N/A
Saskatchewan Institutions										
First Nations University of Canada	100.00	100.00	0.00	100.00	0.00	N/A	N/A	N/A	N/A	N/A
University of Regina	100.00	100.00	0.00	100.00	0.00	100.00	100.00	0.00	100.00	100.00
University of Saskatchewan	90.00	90.00	0.00	100.00	N/A	90.00	90.00	0.00	100.00	N/A
Manitoba Institutions										
Brandon University	65.75	65.75	0.00	100.00	N/A	64.50	132.00	67.50	204.65	N/A
University of Manitoba	90.00	120.00	30.00	133.33	N/A	100.00	100.00	0.00	100.00	N/A
University of Winnipeg	90.00	110.00	20.00	122.22	40.00	90.00	110.00	20.00	122.22	N/A

### 3. Parking Services – Proposed Operating Budget

THE UNIVERSITY OF LETHBRIDGE PARKING SERVICES						
OPERATING BUDGET PROJECTIONS						
		Actual 2013-14	Budget 2014-15	Actual 2014-15	Budget 2015-16	Proposed Budget 2016-17
<b>REVENUE</b>						
	Cash Sale Permits	802,347	900,000	802,288	1,000,000	800,660
	Payroll Deduction Permits	336,528	385,000	386,340	450,000	450,000
	Temporary Permits/Parking Dispensers	236,006	277,500	207,822	185,000	192,500
	Parking Fines	91,205	190,000	75,608	100,000	190,000
	<b>TOTAL REVENUE</b>	<b>1,466,086</b>	<b>1,752,500</b>	<b>1,472,058</b>	<b>1,735,000</b>	<b>1,633,160</b>
<b>LABOUR</b>						
	AUPE Salaries - Casual Term	838	30,500	1,851	39,000	39,450
	AUPE Benefits	-	11,000	-	3,000	3,050
	Salaries - Continuing Positions	87,385	97,000	61,890	58,000	60,900
	Benefits - Continuing Positions	18,175	19,400	10,910	14,500	15,225
	<b>TOTAL LABOUR</b>	<b>106,399</b>	<b>157,900</b>	<b>74,651</b>	<b>114,500</b>	<b>118,625</b>
<b>EXPENDITURES</b>						
	Materials and Services	733,079	894,700	741,120	759,700	559,700
	Repairs/Maintenance	53,992	-	5,116	100,000	100,000
	Equipment	700	17,500	-	37,500	17,500
	Rental/Lease	11,372	4,000	8,797	8,000	8,000
	Utilities	7,014	6,000	7,219	6,000	6,000
	<b>TOTAL EXPENDITURES</b>	<b>806,156</b>	<b>922,200</b>	<b>762,252</b>	<b>911,200</b>	<b>691,200</b>
	<b>EXCESS REVENUE OVER EXPENSE</b>	<b>553,531</b>	<b>672,400</b>	<b>635,155</b>	<b>709,300</b>	<b>823,335</b>
	<b>RESERVE BALANCE, beginning of year</b>	<b>27,387</b>	<b>361,590</b>	<b>361,590</b>	<b>527,348</b>	<b>86,648</b>
<b>Add:</b>	Excess Revenue over Expense	553,531	672,400	635,155	709,300	823,335
	Central Administration - Not Allocated to Reserve	(553,531)				
	Central Administration Prior Year Adjustment	759,203				
<b>Less:</b>	Capital projects/infrastructure renewal	-	-		(200,000)	(400,000)
	Sustainable upgrade of parking lots E, F, FS	(225,000)	(1,750,000)	(1,869,397)	-	-
	Improvements to Lot L (University Hall Level 6)	-	-		-	-
	Aperture Park Residence Lot-Parking Contribution	(200,000)	-		-	-
	Transportation study	-	(75,000)		-	-
	Replacement parking and roadways for loss to Destination Project				(600,000)	
	Interim financing	-	1,750,000	1,750,000	-	
	5 Year payback of interim financing	-		(350,000)	(350,000)	(350,000)
	<b>RESERVE BALANCE, end of year</b>	<b>361,590</b>	<b>958,990</b>	<b>527,348</b>	<b>86,648</b>	<b>159,983</b>

#### 4. SRS – Membership Comparisons

September 2015						
Membership Comparisons						
<b>U of L - Proposed Rates for 2016-2017</b>	12 Months	4 Months	1 Month	Daily	10 Punch	
Community Adult (18-64)	573.25	215.50	61.25	9.25	74.00	Fitness Centre, Climbing Wall, Pool, Pool, Track, Gymnasium
Community Youth (14-17)	458.75	172.50	49.00	6.75	54.00	
Community Senior (65+)	458.75	172.50	49.00	6.75	54.00	
Community Child (3-13)	229.50	86.25	24.50	3.75	30.00	
Other Post Secondary		172.50	49.00	6.75	54.00	
U of L Alumni	458.75	172.50	49.00	6.75	54.00	
U of L Staff	386.00	145.50	41.25	6.75	54.00	
U of L Staff - monthly payroll deduction			32.17			
U of L Student		90.40	25.70			
<b>Current Rate Comparisons - September 2015</b>						
<b>U of L - 2015 / 2016</b>	12 Months	4 Months	1 Month	Daily	10 Punch	
Community Adult (18-64)	544.75	205.00	58.25	8.75	70.00	Fitness Centre, Climbing Wall, Pool, Pool, Track, Gymnasium
Community Youth (14-17)	434.75	163.50	46.25	6.50	52.00	
Community Senior (65+)	434.75	163.50	46.25	6.50	52.00	
Community Child (3-13)	217.40	81.75	23.10	3.50	28.00	
Other Post Secondary		163.50	46.25	6.50	52.00	
U of L Alumni	434.75	163.50	46.25	6.50	52.00	
U of L Staff	367.50	138.50	39.25	6.50	52.00	
U of L Staff - monthly payroll deduction			30.62			
U of L Student		90.40	25.70			
<b>Lethbridge College</b>	12 Months	4 Months	1 Month	Daily	10 Punch	
Community Adult (18-64)	557.90	195.25	55.80	7.00		Squash/racquetball courts, weight room, Gymnasium, steam room
Other Post Secondary	424.50	148.60	42.50	5.00		
Alumni	449.80	157.45	45.00	5.00		
Staff / Spouse	302.40	102.90	29.45	5.00		
Student		75.80		5.00		
<b>Lethbridge Fitness Club</b>	12 Months	1 Yr. monthly payment	1st Month, incl \$29 fee	Monthly	Daily drop in	
Community Adult (18-64)	499.00	55.95	109.00	80.00	12.00	Fitness Centre <i>Price increase anticipated Oct 1, 2015</i>
Community Senior (65+)	369.00	47.45			12.00	
Other Post Secondary	299.00	45.95			12.00	
High School	259.00	45.95			12.00	
<b>Anytime Fitness Lethbridge</b>	12 Months	4 Months	1 Month	Daily	10 Punch	
Community Adult (18-64)	944.85		91.33	NA	NA	1 yr = \$59.99 / month + \$99.99 / yr + \$29.99 / yr + \$49.99 / one time
Senior / Family - 10%	850.36		82.20	NA	NA	
<b>Gold's Gym</b>	12 Months	4 Months	1 Month	Weekly	10 Punch	
Community - Year 1	553.00		42.00			Fitness Centre, Classes, Tanning, Steam Room
- \$49 initial enrollment fee, discounts based on 1-3 yr terms						
<b>Goodlife Fitness ** women only</b>	12 Months	4 Months	1 Month	Weekly	10 Punch	
Community - Year 1	449.00			7.50		Fitness Centre, Classes, Tanning
- \$59 initial enrollment fee, no age discounts						
<b>YMCA</b>	12 Months	4 Months	1 Month	Daily	10 Punch	
Community Adult (18-64)	539.00		59.00	10.00		Fitness Centre, Pool, Gymnasium, Racquetball
Community Youth (14-17)	330.00		36.00	6.50		
Community Senior (65+)	495.00		54.00	6.50		
Community Child (3-13)	264.00		30.00	6.50		
Other Post Secondary	385.00		42.00	6.50		
<b>YWCA</b>	12 Months	4 Months	1 Month	Daily	10 Punch	
Women's Health Club Adult (18-54)	440.00		44.00			Fitness Centre, Classes Women's Hot Tub/Steam Room access to City Pools & Rinks
Women's Health Club Student (12-17)	310.00		31.00			
Women's Health Club Senior (55+)	370.00		37.00			
<b>City of Lethbridge</b>	12 Months	4 Months	1 Month	Daily	10 Punch	
Community Adult (18-64)	403.20		6.25	55.00		Pool + limited Fitness
Community Youth (14-17)	287.18		5.25	42.50		
Community Senior (65+)	348.60		5.25	45.00		
<b>U of C</b>	12 Months	4 Months	1 Month	Daily	10 Punch	
Community Adult (18-64)	561.75			10.76	90.30	Fitness Centre, Climbing Wall, Pool, Track, Gymnasium
Community Youth (14-17)				7.61	64.31	
Community Senior (65+)	280.88			7.61	64.31	
Community Child (3-13)				4.46	34.91	
U of C Alumni	456.75					
U of C Staff	304.50					
U of C Student		85.19				
<b>U of R</b>	12 Months	4 Months	1 Month	Daily	10 Punch	
Community Adult (18-64)	464.50	175.50	52.00	10.00	80.00	Fitness Centre, Pool, Track, Gymnasium
Other Post Secondary	361.50	136.50	40.50			
U of R Alumni	413.50	156.00	46.00			
U of R Staff	310.00	117.00	34.50			
U of R Student		87.05				
<b>Mount Royal</b>	12 Months	4 Months	1 Month	Daily	10 Punch	
Community Adult (18-64)	591.15	294.00	73.50	11.55	100.80	Fitness Centre, Climbing Wall, Squash Pool, Track, Gymnasium
Community Youth (14-17)	366.45	184.80	45.76	7.40	61.95	
Community Senior (65+)	366.45	184.80	44.05	7.40	61.95	
Community Child (3-13)	231.00	117.60	29.40	4.20	38.85	
Mount Royal Alumni	473.55	231.00	58.85	9.40	80.85	
Mount Royal Staff	Free	Free	Free	Free	Free	Employee family receives 50% public rate
Mount Royal Student		95.65				

## 5. Residence Dining Plan Notes

<b>Residence Dining Plan</b>
<b>Student Satisfaction</b>
Result for 2014-2015 show 73% of respondents rated ARAMARK very good to excellent overall
Key Negatives:
Price [Urban Market]
Speed of Service [Tim Hortons & Tim Hortons Express]
<b>Average Spend</b>
Average daily spend on meals increased from \$27.02 to \$28.15
This was due to in large part to commodity inflation
<b>Insufficient Funds Issue Addressed</b>
In 2013-14 a significant number of Dining Plan students ran out of meal funds more than a month before end of Spring Term
Aperture Plan - 37% of students ran out of meal funds before April 1
Commuter Plan - 24% of members ran out of funds before April 1
Value Plus Plan - 13% ran out of funds by April 1
Result: No Dining funds available for up to 4 weeks during critical final exam period
With the changes made to the 2014-15 Dining Plan, combined with proposed changes in 2016-17, we are confident dining plan students will have sufficient funds for the entire year
<b>Funds Left at Year End (May 1 2015)</b>
Less than 4% of all Dining Plan funds rolled over to Bridgebucks
12 of 430 students represented 43% of unused funds
<b>New Concepts introduced in 2014-15 Well Received</b>
A new Dining Plan format was implemented in 2014-2015
Based on the Guelph model, students will receive 25% discount on Dining Plan purchases
This discount offsets a Fixed Overhead Component (FOC) and enhances value perception
<i>This concept was favourably received by our Dining Plan students</i>
<b>New For 2015-16</b>
<b>Base Plan</b> - Tax Exempt, subject to FOC, receives 25% discount at register
<b>Flex Plan</b> - Purchases subject to GST
Use for <i>After Hours</i> Program - Pizza 73 deliveries to Residences
Can be used at all Aramark Vending machines 24/7
<b>Sampler Plan</b> - \$1600 Optional Dining Plan available to all students, faculty & staff
<b>Funds Roll Over to Bridgebucks - Risk Free</b>
All Plan residual funds roll forward to Bridgebucks after May 1, 2016
<b>Proposed Fee Changes 2016-17</b>
<b>Dining Plan Fee</b>
Increases are based on commodity inflation of 3.8%
<b>Administration Fee (Plan withdrawal or Changes)</b>
No change
<b>Deposit</b>
No change
<b>Facility Renewal Levy</b>
No Change

## 6. 2015-16 Tuition Fee Comparison (Domestic & International)

	2015-16 Tuition Fees (per 3.0 credit hour Arts course)					
	Domestic Undergrad	Int'l Undergrad	Undergrad Multiplier	Domestic Graduate	Int'l Graduate	Graduate Multiplier
SFU	532.17	2,161.32	4.06	798.42	798.42	1.00
UNBC *	501.09	1,753.83	3.50	n/a	n/a	1.00
Brandon	329.70	659.40	2.00	503.55	503.55	1.00
Victoria *	525.00	1,702.68	3.24	n/a	n/a	1.19
Memorial *	255.00	879.99	3.45	n/a	n/a	1.30
Sask.	563.64	1,465.46	2.60	615.00	922.50	1.50
UBC *	498.81	2,639.91	5.29	n/a	n/a	1.76
Saint Mary's	716.00	1,462.00	2.04	885.00	1,631.00	1.84
U of W *	336.60	1,253.70	3.72	n/a	n/a	2.07
Alberta	532.08	2,007.60	3.77	624.12	1,302.84	2.09
Trent *	n/a	n/a	2.94	n/a	n/a	2.14
U of M	326.04	1,245.99	3.82	n/a	n/a	2.20
Calgary	538.59	1,833.84	3.40	714.78	1,622.64	2.27
U of L	497.40	1,150.95	2.31	583.75	1,330.55	2.28
Regina	597.00	1,791.00	3.00	780.00	1,779.65	2.28
Brock *	n/a	n/a	3.23	n/a	n/a	2.36
Waterloo *	696.00	2,278.00	3.27	n/a	n/a	2.57
MRU	494.20	1,111.95	2.25	n/a	n/a	n/a
GMU	480.00	1,620.00	3.38	n/a	n/a	n/a
Average	495.25	1,589.27	3.23	688.08	1,236.39	1.81

\* These schools charge graduate fees on a per year or per semester basis, rather than per course.



## 7. ULSU & CKXU Summer Session Flat Rate

ULSU Summer Fees		Current	Proposed
# of Sessions registered:	Process	Process	Process
1	10.60	16.35	
2	21.20	16.35	
3	31.82	16.35	

### UNIVERSITY OF LETHBRIDGE STUDENTS' UNION FEE

#### Summer Session Flat Rate

	Actual **	Actual **	Actual **	%	Proposed	%	Proposed	%	Proposed
	2013-14	2014-15	2015-16	Inc	New Flat	Inc	New Flat	Inc	New Flat
					Rate		Rate		Rate
					2016-17		2017-18		2018-19
Summer Building Fund*	21.66	21.66	22.83	n/a	11.93	CPI	TBD	CPI	TBD
Summer Operations Fund	4.02	4.02	4.23	n/a	2.21	CPI	TBD	CPI	TBD
Summer Capital Replacement Fund	4.02	4.02	4.23	n/a	2.21	CPI	TBD	CPI	TBD

\* This Building Fund includes the 1st Choice Contribution

\*\*The actuals prior to 2016-17 were divided by 3 and charged by session

#### CKXU Radio Summer Fee

CKXU Radio Summer Fee		Current	Proposed
# of Sessions registered:	Process	Process	Process
1	2.78	4.16	
2	5.56	4.16	
3	8.33	4.16	

### CKXU Radio Fee

#### Summer Session Flat Rate

	Actual *	Actual *	Actual *	%	Proposed	%	Proposed	%	Proposed
	2013-14	2014-15	2015-16	Inc	New Flat	Inc	New Flat	Inc	New Flat
					Rate		Rate		Rate
					2016-17		2017-18		2018-19
CKXU Radio Fee - Undergraduate students attending the main U of L campus - Summer Session Flat Rate	5.00	5.00	8.19	n/a	4.16	CPI	TBD	CPI	TBD

\* The actuals prior to 2016-17 were divided by 3 and charged by session

# 17 APPENDIX F – RESPONSES TO STUDENT FEE CONSULTATION COMMITTEE

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November 12, 2015

## **Questions from Student Fee Consultation Committee:**

### **RECOMMENDATION #7 – APPLICATION FEE**

1.1 FNTF Application Fee: Will this deter FNTF students from applying?

- By charging all students the same application fee, all students will be treated fairly.
- Funders do not typically cover the FNTF application fee as they prefer to have some form of commitment from the student themselves.
- The reason for the application fee is to cover the administrative costs to process applications and there is an administrative cost to all student applications.

1.2 International Students:

Issue was raised regarding international students having issues paying their fees with a credit card.

- The University offers the payment option through Western Union.

1.3 Application Data:

Do we have 2014 data on applicants who were eligible for reduced re-application fee?

- It will be overly burdensome to gather the 2014 data as the 2015 data we provided in the fee package involved a manual collection of the data for 2015. It is unclear as to how the 2014 data would help inform the discussion further as the data will vary from year to year.

1.4 How does the application/re-application fees currently work for open studies students?

- Open Studies students registering in undergraduate courses must pay a **non-refundable** deposit of \$100 (\$80 tuition deposit, plus a \$20 Open Studies Student Registration fee) (Effective Spring 2016 the Tuition Deposit will be \$220 (\$200 tuition deposit, plus a \$20 Open Studies Student Registration fee)).
- Open Studies students would only pay the \$100 application fee when they leave open studies and register into a program.

1.5 Medical Exception?

If a student is away for a semester due to a medical issue will they have to pay another application fee, as currently they are charged only a re-application fee?

- The student returning after a medical leave (absent one full-term with no registration on the student record) will be charged the \$100 application fee upon their return. Under FOIP (Freedom of Information and Protection of Privacy Act) the University cannot ask for medical information, nor is the student obliged to disclose this information.

Return from a medical leave does not equate to less application processing time in the Registrar's Office as a full assessment needs to be completed at time of return

- as, for example, the student could have attended another educational institution during the leave.
- If the University allowed exceptions to the application fee for medical reasons, this will introduce other exception requests from students for other reasons (e.g. financial or personal reasons) which will allow for inequitable application of the fee to all students.
- The intent of removing the re-application fee is to recover the cost associated with processing the admittance, which would be the same for a student's first application or any re-application.

**RECOMMENDATION #11 – WITHDRAWAL REFUND DEADLINE**

Can the add/drop date be shifted slightly to ensure all students are able to attend the class for enough time to make an informed decision on whether they drop the class?

- This is a reasonable request and we have provided you with revised tuition refund dates that will allow for more time for students to make an informed decision as to whether to continue with or drop a class.

Tuition Fee Refund						
	Current Tuition Refunds	Proposed Tuition Refunds	U of A Tuition Refunds	U of C Tuition Refunds	LC Tuition Refunds	Mt. Royal Tuition Refunds
Drop Class by:						
Add Drop Date/Extended Drop Period	100% (e.g. Sept 15)	100% (e.g. Sept.24 - One week (7 days) prior to Fee Deadline)	100% (e.g. Sept 15)	100% (e.g. Sept 18)	100% (e.g. Sept 16)	100% (e.g. Sept 16)
Extended Drop Period until the Fee Deadline	80% (e.g. Sept 16-Oct 1)	N/A	50% (e.g. Sept 16-30)	0.00%	100% - \$50/course (e.g. Sept 16-29)	0.00%
Withdraw Date	50% (e.g. Oct 2- Nov 15)	0.00%	0.00% (e.g. Nov 30)	0.00%	0.00% (e.g. Nov 6)	0.00%

**RECOMMENDATION #23 – RESIDENCE DINING PLAN FEE**

How is the estimated daily average calculated? Does it include the 25% discount at the cash register? What venues are included in this calculation?

- The estimated daily average is based on the average transaction at Point of Sale. This average is before any discount. The 25% discount at the cash register offsets the fixed overhead component paid up front. We tabulate the full price (before discount), since that is truly what the student pays, in total.
- All venues are included in this calculation, Urban Market, Starbucks, Tim Hortons, and Subway. Each venue has a different average sale – this is a blended value.
- Therefore, this is a blended average of purchases, not meals.

## SUMMER SESSION FLAT RATES

Based on discussions with SU and GSA here are the new updated summer session flat rates.

UNIVERSITY OF LETHBRIDGE STUDENTS' UNION FEE										
Summer Session Flat Rate										
	Actual **	Actual **	Actual **	%		Proposed New Flat Rate	%	Proposed New Flat Rate	%	Proposed New Flat Rate
	2013-14	2014-15	2015-16	Inc		2016-17	Inc	2017-18	Inc	2018-19
Summer Building Fund*	21.66	21.66	22.83	n/a		11.93	CPI	TBD	CPI	TBD
Summer Operations Fund	4.02	4.02	4.23	n/a		2.21	CPI	TBD	CPI	TBD
Summer Capital Replacement Fund	4.02	4.02	4.23	n/a		2.21	CPI	TBD	CPI	TBD
* This Building Fund includes the 1st Choice Contribution										
**The actuals prior to 2016-17 were divided by 3 and charged by session										

CKXU Radio Fee										
Summer Session Flat Rate										
				%		Proposed New Flat Rate	%	Proposed New Flat Rate	%	Proposed New Flat Rate
	Actual *	Actual *	Actual *	Inc		2016-17	Inc	2017-18	Inc	2018-19
CKXU Radio Fee - Undergraduate students attending the main U of L campus - Summer Session Flat Rate	5.00	5.00	8.19	n/a		4.16	CPI	TBD	CPI	TBD
*The actuals prior to 2016-17 were divided by 3 and charged by session										

GRADUATE STUDENTS' ASSOCIATION										
Summer Session Flat Rate										
	Actual	Actual	Actual	%		Proposed New Flat Rate	%	Proposed New Flat Rate	%	Proposed New Flat Rate
	2013-14	2014-15	2015-16	Inc		2016-17	Inc	2017-18	Inc	2018-19
GSA Operations Fee*	30.25	44.25	48.25	9.00%		52.60	9.00%	57.30	9.00%	62.50
* All students will pay the full operations fee regardless of full time or part time status.										

November 24, 2015

## Subsequent Response to Student Fee Consultation Committee Meeting Held on November 23, 2015

Please refer to the new Student Fees & Rates document attached.

### Application Fee & Re-Application Fee

We have consulted with stakeholders again and given the amount of uncertainty regarding the re-application fee as initially proposed, which resulted in all students being charge the \$100 application fee whether new or returning after an absence, we are withdrawing the following recommendation:

- The Re-Application Fee be removed effective the 2016-17 academic year.

The Application and Re-Application Fee will follow the current wording in the calendar.

“APPLICATION FOR ADMISSION AND OPEN STUDIES STUDENT REGISTRATION FEES  
A student who applies for admission or readmission must pay an application fee. Students who do not maintain continuous registration must apply for readmission and pay a non-refundable application fee. All applicants to the U of L must pay an application fee of \$100. Students may submit only one application for admission per semester. A student who re-applies for admission after an absence from the U of L must pay an application fee of \$25.”

### Withdrawal Refund Deadline (Tuition)

Having now consulted with the Registrar we can report that there will be a 100% refund up to 7 days prior to the Fee Deadline. So, for the fall 2016 there will be a 100% refund to September 24 with the fee deadline October 1. In addition, no W will be awarded for withdrawal from a course within the same period (first day of classes September 7 – September 24).

We have revised the table for improved clarity for all.

Tuition Fee Refund						
	Current Tuition Refunds	Proposed Tuition Refunds	U of A Tuition Refunds	U of C Tuition Refunds	LC Tuition Refunds	Mt. Royal Tuition Refunds
Drop Class by:						
One week (7 days) prior to Fee Deadline e.g. for Fall 2015 - Pre September 24 (extended drop date)	100% to Sept 15 80% Sept 16-Oct 1	100%	100% to Sept 15 50% Sept 16-Sept 30	100% to Sept 18	100% to Sept 16 \$50/course Sept 16-29	100% to Sept 16
Post extended drop date e.g. for Fall 2015 - Post September 24	50% Oct 2-Nov 15 0.00% Nov 16 onward	0.00%	0.00% > Oct 1	0.00% > Sept 19	0.00% > Sept 30	0.00% > Sept 17

**18 APPENDIX G – ESTABLISHMENT OF STUDENT FEES POLICY**

**POLICY - ESTABLISHMENT OF STUDENT FEES**

**1. PREAMBLE**

1.1 The *Post-Secondary Learning Act* of Alberta grants authority to approve tuition and fees for students to the Board of Governors.

*Post Secondary Learning Act*

*Section 61(1) Tuition Fees*

*61(1) The board of a public post-secondary institution shall set the tuition fees to be paid by students of the public post-secondary institution.*

1.2 The University of Lethbridge complies with the *Public Post-secondary Institutions' Tuition Fees Regulation*:

*Public Post-secondary Institutions' Tuition Fees Regulation*

*Section 3(1) Consultations*

*3(1) A board shall*

*(a) provide to the institution's students' council each year a statement of anticipated tuition fee increases for a 4-year period, and*

*(b) shall establish with the students' council a mechanism for holding consultations to discuss increases in tuition fees and to allow for ongoing input by that council to the budget process relative to the determination of tuition fees*

**2. PURPOSE**

2.1 To establish a protocol for consultation, approval and publication of fees related to students including, but not limited to, instructional fees, mandatory instructional support fees, mandatory non-instructional support fees and fees for equipment or materials owned or leased by the student.

2.2 To ensure that student related fees are applied consistently across the University.

AUTHORITY:	RESPONSIBILITY:	EFFECTIVE DATE:	RELATED POLICIES
Board of Governors	Vice-President (Finance & Administration)	Mar 15-2012	

### 3. DEFINITIONS

- 3.1 *Instructional Fees* - Fees for supplies, equipment, materials and services directly related to the delivery of instruction in a course or program.
- 3.2 *Mandatory Instructional Support Fees* - Mandatory fees assessed in anticipation of costs for supplies, equipment, materials, or services which are not directly related to the delivery of instruction in a course or program, but are considered required elements of a course or program.
- 3.3 *Mandatory Non-instructional Support Fees* - Mandatory fees assessed in anticipation of costs for services or materials which are not directly related to the delivery of instruction but are considered necessary to provide support for students.
- 3.4 *Fees for Equipment or Materials Owned or Leased by the Student* - Mandatory fees associated with the purchase or lease of required course materials. These fees are not regulated under the Alberta's *Tuition Fees Regulation*.
- 3.5 *Supplementary Incidental Fees* - Non-mandatory fees charged only to recover costs for equipment or materials that become the property of the student and that the student has the option of obtaining from a variety of sources. These fees are not regulated under the Alberta's *Tuition Fee Regulation* and fees for such items do not require the approval of the Board of Governors.

### 4. POLICY

- 4.1 The Board of Governors must approve all fees related to students including, but not limited to, instructional fees, mandatory instructional support fees, mandatory non-instructional support fees and fees for equipment or materials owned or leased by the student.
- 4.2 All approved fees must be listed in the University Calendar for the information of students.
- 4.3 Prior to approval by the Board of Governors, University administration shall consult with student representatives from the undergraduate and graduate students' councils regarding any proposed fees related to students.

### 5. CONSULTATION

- 5.1 In order to have full information in making its decision about the implementation of or changes to fees related to students and to meet deadlines for decisions in an orderly fashion, the University will consult the elected student leadership.
- 5.2 The general steps that shall apply to the consultation process are as follows:
  - 5.2.1 There should be provision of information to the elected student leadership to allow informed advice.
  - 5.2.2 There should be an opportunity for the elected student leadership to give thoughtful consideration to pertinent issues, consult their members in concert with the University administration and tender their opinions and advice to the University administration.
  - 5.2.3 In making their decision whether to approve proposed new fees or changes to fees related to students, the Board of Governors will require that the student consultation

process provides for at least two meetings per year where students are consulted on the proposed fees.

- 5.2.4 At any time, but especially in the second or subsequent years of an approved multi-year tuition program, the University and the applicable student societies may agree upon simpler arrangements for consultation on a case-by-case basis.



## Appendix : ESTABLISHMENT OF STUDENT FEES - Process

To establish a protocol for consultation, approval and publication of fees related to students including, but not limited to, instructional fees, mandatory instructional support fees, mandatory non-instructional support fees and fees for equipment or materials owned or leased by the student.

### Process

- i. Annually, proposed new fees and changes to fees related to students are submitted by the Faculties/School/Departments to the Associate Vice-President (Finance) for review and assessment as to the appropriateness of the proposed fee.
- ii. Following the Associate Vice-President (Finance)'s review, University administration meets with a group of students to review the proposed new fees or changes to fees. This group of students is selected and assembled by the Students' Union Executive and the Graduate Students' Association, and may include representation from the Organization of Residence Studies, various faculties, and the Students' Union. This meeting provides an opportunity for students to ask questions and for University administration to address students' concerns and explain the reasons for the proposed fees or fee changes.
- iii. University Administration sends a written response in regards to any questions or further information requested to the students consulted above.
- iv. Proposed new fees or changes to fees related to students are approved by the Board of Governors, which requires confirmation that students have been consulted on the proposed new fees or changes to fees and an explanation of the consultation process followed.
- v. Approved fees will be listed in the *University Calendar*.



Province of Alberta

POST-SECONDARY LEARNING ACT

## **PUBLIC POST-SECONDARY INSTITUTIONS' TUITION FEES REGULATION**

**Alberta Regulation 273/2006**

With amendments up to and including Alberta Regulation 132/2015

Office Consolidation

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(Consolidated up to 132/2015)

**ALBERTA REGULATION 273/2006**

**Post-secondary Learning Act**

**PUBLIC POST-SECONDARY INSTITUTIONS'  
TUITION FEES REGULATION**

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**Definitions**

- 1** In this Regulation,
- (a) “academic year” means the academic year of the institution, as set or confirmed by notice in writing given by the Minister to the institution;
  - (b) “Act” means the *Post-secondary Learning Act*;
  - (c) “Alberta CPI” means the All-items Consumer Price Index for Alberta published by Statistics Canada;
  - (d) “distance delivery program” means a program of study in which
    - (i) all or most of the courses are delivered away from any permanent campus of the institution, and
    - (ii) the individuals taking the courses are not in direct contact with each other or with the instructor on a regular basis for all or most of the courses;
  - (e) “institution” means the public post-secondary institution, other than Banff Centre, in question;

- (f) “off-campus cost recovery instruction program” means a program of study for which
  - (i) instruction is wholly or predominantly delivered away from any permanent campus of the institution, and
  - (ii) no funding is provided by the Department of the Government administered by the Minister;
- (g) “students’ council” means the council of a student organization;
- (h) “third party contract” means a contract between a third party and a board for the delivery of a program to the clients of the third party with the third party funding the cost for the delivery of the program to its clients.

**Definition of tuition fees for Act purposes, etc.**

**2** For the purposes of the Act and this Regulation, “tuition fees” in respect of an institution means the following:

- (a) fees identified in the institution’s calendar or in a supplement to its calendar as tuition fees or fees for instruction for courses that are part of programs approved by the Minister under the *Programs of Study Regulation* (AR 91/2009) or for the purposes of the *Student Financial Assistance Act*, excluding the following:
  - (i) courses taken as part of a distance delivery program by individuals who do not reside in Alberta;
  - (ii) apprenticeship programs under the *Apprenticeship and Industry Training Act*;
  - (iii) off-campus cost recovery instruction programs;
  - (iv) courses provided under a third party contract;
  - (v) any differential or surcharge in fees that the board of the institution may set for courses taken by individuals who are not Canadian citizens or permanent residents of Canada;
- (b) mandatory fees that are payable to the institution by students for materials and services that facilitate instruction in the courses included in clause (a), excluding the following:

- (i) fees for equipment or materials that are retained or leased by students;
- (ii) fees charged in respect of work placements or practicum experience where the persons or unincorporated bodies providing the work placement or practicum experience do not receive funding from the Government in respect of it.

AR 273/2006 s2;211/2010

**Consultations****3(1)** A board shall

- (a) provide to the institution's students' council each year a statement of anticipated tuition fee increases for a 4-year period, and
- (b) establish with the students' council a mechanism for holding consultations to discuss increases in tuition fees and to allow for ongoing input by that council to the budget process relative to the determination of tuition fees.

**(2)** The consultation mechanism referred to in subsection (1)(b) must, at least,

- (a) include an outline of the process for communications and the holding of consultations, and
- (b) provide for at least 2 meetings per year.

**4** Repealed AR 132/2015 s2.**Setting of tuition fees****5(1)** Subject to section 5.1, the board of an institution shall set tuition fees in accordance with this section.**(2)** In setting the tuition fees for an academic year, a board may increase tuition fees only if the average tuition fee increase per student does not exceed the product of

- (a) the average tuition fees per student in the preceding academic year,

multiplied by

- (b) the percentage annual change in the Alberta CPI, determined in accordance with subsection (3) and rounded to one decimal place.

(3) For the purposes of subsection (2)(b), the percentage annual change in the Alberta CPI is the percentage determined by the formula

$$X\% = \frac{A - B}{B} \times 100$$

where

X% is the percentage annual change in the Alberta CPI;

A is the sum of the 12 individual monthly Alberta CPI indexes for the 12-month period ending on June 30 of the calendar year that ended before the commencement of the academic year for which the tuition fee increase is being calculated;

B is the sum of the 12 individual monthly Alberta CPI indexes for the 12-month period immediately preceding the 12-month period referred to in A.

AR 273/2006 s5;211/2010;132/2015

#### **Market modification for tuition fees for specific programs**

**5.1(1)** In this section, “market modification” means a correction of a discrepancy between tuition fees set by a board of an institution in respect of a specific program of study and tuition fees for similar programs of study in other jurisdictions or in other sectors or institutions in Campus Alberta.

(2) In addition to any increase in average tuition fees in accordance with section 5(2), a board of an institution may request in writing in a form and at times determined by the Minister that the Minister approve an increase in tuition fees in respect of a specific program of study for the purpose of establishing a market modification in respect of that program of study.

(3) For the purpose of achieving the market modification referred to in subsection (2), the Minister may by order

- (a) approve an increase in tuition fees for that specified program of study in the amount and for the period of time that the Minister considers appropriate,
- (b) specify to which students the increase in tuition fees applies, and
- (c) specify any other terms and conditions applicable to the increase in tuition fees that the Minister considers appropriate.

(4) The increase in tuition fees approved by the Minister under subsection (3) takes effect on the date specified by the Minister.

(5) Where the increase in tuition fees approved by the Minister under subsection (3) has expired, all subsequent tuition fee increases for that specified program of study must be calculated in accordance with section 5.

AR 211/2010 s4

#### **Manner of calculation**

6 The Minister may establish the manner in which institutions shall calculate average tuition fees per student for the purposes of this Regulation.

#### **Publication of tuition fees and fee policies**

7 A board shall publish its tuition fees and fee policies annually, in the manner and at the time established by the Minister.

8 Repealed AR 132/2015 s4.

#### **Transitional — prohibition against raises for 2015-2016 and 2016-2017 academic years**

8.1(1) The tuition fees for any program administered by an institution either for the 2015-2016 or the 2016-2017 academic year may not be higher than those that were in effect for that program in the 2014-2015 academic year.

(2) Section 5 does not apply with respect to the academic years for which tuition fees are affected by subsection (1).

AR 132/2015 s5

9 Repealed AR 132/2015 s4.

#### **Expiry**

10 For the purpose of ensuring that this Regulation is reviewed for ongoing relevancy and necessity, with the option that it may be repassed in its present or an amended form following a review, this Regulation expires on August 31, 2018.

AR 273/2006 s10;132/2015

## 20 APPENDIX I - STUDENT FEE REVIEW COMMITTEE

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Nancy Walker, Vice-President (Finance & Administration)

Andy Hakin, Provost and Vice-President (Academic)

Carrie Takeyasu, Associate Vice-President (Finance)

Marnie Sawa, Director, Resource Planning

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