



The following Motions and Documents were considered by the Board of Governors during the Open Session of its Friday, December 11, 2015 meeting:

Agenda Title: **University of Alberta 2016-17 Tuition Fees**

APPROVED MOTION: THAT the Board of Governors, on the recommendation of the Board Finance and Property Committee, approve that tuition that falls within the tuition fee regulation for 2016-17 be set at the 2014-15 rates, as directed by the Government of Alberta.

Final Item: 3ci.

Agenda Title: **Changes to the Universities Academic Pension Plan (UAPP) Sponsors Representative Committee Terms of Reference**

APPROVED MOTION: THAT Board of Governors, on the recommendation of the Board Human Resources and Compensation Committee, approve the proposed changes to the Universities Academic Pension Plan (UAPP) Sponsors Representative Committee Terms of Reference, as set forth in Attachment 1.

Final Item: 3di.

Agenda Title: **University of Alberta International Tuition Fee Proposal**

APPROVED MOTION: THAT the Board of Governors, on the recommendation of the Board Finance and Property Committee, approve the proposal from University Administration to increase international tuition fees by 1.6%, effective September 1, 2016, as illustrated in the table below:

Undergraduate <sup>a</sup>	2015-16 <sup>d</sup>	2016-17 <sup>e</sup>	Change	
			\$	%
Arts and Science	\$20,076.00	\$20,397.22	\$321.22	1.6%
Business	\$26,407.52	\$26,830.04	\$422.52	1.6%
Engineering	\$24,091.20	\$24,476.66	\$385.46	1.6%
Juris Doctor (JD) Program	\$43,544.64	\$44,241.34	\$696.70	1.6%
Pharmacy	\$35,538.42	\$36,107.02	\$568.60	1.6%
Economics Course	\$2,561.42	\$2,602.40	\$40.98	1.6%
Graduate	2015-16 <sup>d</sup>	2016-17 <sup>e</sup>	Change	
			(\$)	(%)
Course Based Masters	\$7,817.04	\$7,942.10	\$125.06	1.6%
Thesis 919 <sup>b</sup>	\$4,877.24	\$4,978.30	\$101.06	1.6%
Thesis Based Masters /PhD <sup>c</sup>	\$6,743.28	\$6,851.16	\$107.88	1.6%
Master's in Business Administration	\$25,509.60	\$25,917.74	\$408.14	1.6%

**Notes:**

- (a) Values are based on a full-time per term and full-time per year unless otherwise stated.
- (b) Tuition applies to thesis students who were admitted to the program of study beginning in Fall 2011 or later; this is based on an annual fee assessment (including spring/summer).

- (c) Tuition applies to thesis students who were admitted to the program of study prior to Fall 2011 and are assessed the reduced thesis rate.
- (d) As approved by the board July 29, 2015.
- (e) Figures may be rounded downwards at fee index level for administrative purposes, thus lowering the effective year over year percentage increase below 1.6 percent.
- (f) Values represent total international tuition fees including base tuition, market modifiers, program differentials and international differentials.

Final Item: 4a.

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**Agenda Title: 2016-2017 Residence Rental Rate Proposal**

APPROVED MOTION: THAT the Board of Governors, on the recommendation of the Board Finance and Property Committee, approve the 2016-2017 Residence Rental Rate Proposal as set forth in Attachment 1, effective May 1, 2016.

Final Item: 4b.

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**Agenda Title: Identification of Possible Land Titles to Transfer to UA Properties Trust Inc.**

APPROVED MOTION 1: THAT the Board of Governors accept and affirm the motion approved by the Board Finance and Property Committee on November 24, 2015:

*THAT the Board Finance and Property Committee, acting with delegated authority of the Board of Governors, and subject to the approval of the Lieutenant Governor in Council, under section 67 of the Post-secondary Learning Act:*

- a) *authorize and approve the sale and/or lease to University of Alberta Properties Trust Inc. of all or portions of:*
  - 1. *Plan 4971AJ, Block A (114.55 acres) – South Campus, West 240*
  - 2. *Plan 4971AJ, Block B (30.80 acres) – South Campus, West 240*
  - 3. *Plan 4971AJ, Block C (4.75 acres) – South Campus, West 240*
  - 4. *Plan 3347EO, Parcel A (81.2 acres) – South Campus, West 240*
  - 5. *Plan 9624107, Lot 3 (7.63 acres) – Michener Park*
  - 6. *Plan 9624107, Lot 1 (up to 24.34 acres) – Michener Park*
  - 7. *Plan I23A, Block 159, Lots 18 to 22 (.56 acres) – North Campus, Lot 84*
  - 8. *Plan 9222506, Block B, Lot 2A (15.47 acres) – North Campus, Corbett Hall*

*and*

- b) *authorize the President and Vice-President (Facilities and Operations) to negotiate and enter into sale agreements, or lease agreements of up to 99 years, along with any other necessary supporting agreements, with the University of Alberta Properties Trust Inc., subject to the terms and conditions returning to the Committee for approval and to the Board of Governors for final review.*

APPROVED MOTION 2: THAT the Board of Governors direct University Governance to work with Administration to review the land acquisition and disposition approval process and bring forward any recommendations to a future Board of Governors' meeting.

Final Item: 5a.

**OUTLINE OF ISSUE**

 Agenda Title: **University of Alberta 2016-17 Tuition Fees**

**Motion:** THAT the Board of Governors, on the recommendation of the Board Finance and Property Committee, approve that tuition that falls within the tuition fee regulation for 2016-17 be set at the 2014-15 rates, as directed by the Government of Alberta.

**Item**

Action Requested	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation <input type="checkbox"/> Discussion/Advice <input type="checkbox"/> Information
Proposed by	Provost and Vice-President (Academic) and Vice-President (Finance and Administration)
Presenter	Steven Dew, Provost and Vice-President (Academic) Phyllis Clark, Vice-President (Finance and Administration)
Subject	University of Alberta 2016-17 Regulated Tuition Fees

**Details**

Responsibility	Provost and Vice-President (Academic) and Vice-President (Finance and Administration)
The Purpose of the Proposal is (please be specific)	To approve that the tuition and fees amounts be set at the amounts directed by the Government of Alberta for 2016-2017.
The Impact of the Proposal is	To comply with the directives below as announced by the Government of Alberta on June 18, 2015:  1. An immediate tuition freeze for the next two years (remain at the 2014-2015 level). Institutions will receive offset one-time operating funding for 2015-16 only.
Replaces/Revises (eg, policies, resolutions)	Tuition proposal approved by the Board of Governors on July 29, 2015.
Timeline/Implementation Date	Effective September 1, 2016.
Estimated Cost	n/a
Sources of Funding	n/a
Notes	In addition, as directed by Government, Administration will not be applying the increases to the Mandatory Non-Instructional Fees.

**Alignment/Compliance**

Alignment with Guiding Documents	Comprehensive Institutional Plan, 2015-2016 Dare to Discover: A Vision for a Great University Dare to Deliver: The University of Alberta Academic Plan 2011-2015
Compliance with Legislation, Policy and/or Procedure Relevant to the Proposal (please quote legislation and include identifying section numbers)	1. <b>July 2, 2015 Letter from the Minister:</b> A letter to the Board Chair, University of Alberta, dated July 2, 2015, from the Ministry of Innovation and Advanced Education states that: "Effective immediately, tuition is frozen at 2014/15 levels and amendments to the Public Post-secondary Institution's Tuition Fees Regulation are planned. Institutions are expected to ensure all mandatory non-instructional fees will also remain at 2014/15 levels. However, institutions will be compensated for the additional tuition revenue that has been budgeted for 2015/16. As a part of the freeze, the previously approved market modifiers will also be rolled back, and impacted institutions will again receive funding to offset the difference."  This letter supersedes a letter to the President, University of Alberta, dated September 10, 2014, from the Ministry of Innovation and Advanced

Education states that: "In accordance with the Public Post-secondary Institutions' Tuition Fee Regulation, the maximum allowable weighted average tuition fee increase across the entire institution for 2015/16 shall not exceed 2.2 per cent."

**2. Post-Secondary Learning Act (PSLA), Sections 61(1) and 61(2)(a):**

**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.

**61(2)** The tuition fees under subsection (1) for all public post-secondary institutions other than Banff Centre

(a) must be set in accordance with the regulations[.] [...]"

**3. Public Post-Secondary Institution's Tuition Fees Regulation, Alberta Regulation 273/2006):**

"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: [...]

(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[.]"

**4. PSLA Section 26(1)(o) states:**

"Powers of general faculties council

26(1) Subject to the authority of the board, a general faculties council is responsible for the academic affairs of the university and, without restricting the generality of the foregoing, has the authority to

(o) make recommendations to the board with respect to affiliation with other institutions, academic planning, campus planning, a building program, the budget, the regulation of residences and dining halls, procedures in respect of appointments, promotions, salaries, tenure and dismissals, and any other matters considered by the general faculties council to be of interest to the university [...]"

On the line-by-line budget, including consideration of matters related to tuition, GFC has delegated this responsibility to its senior standing committee, the GFC Academic Planning Committee (APC), as noted in the following.

	<p><b>5. GFC Academic Planning Committee (APC) Terms of Reference (Mandate - Section 3.4(b)):</b></p> <p>“APC is responsible for making recommendations to GFC and/or to the Board of Governors concerning policy matters and action matters with respect to the following: [ . . . ]</p> <p><b>4. Budget Matters</b> To recommend to the Board of Governors on the annual budget, excluding budgets for ancillary units. [...].”</p> <p><b>6. Board Finance and Property (BFPC) Terms of Reference (Section 3(d)):</b></p> <p>“3. Without limiting the generality of the foregoing, the Committee shall: [...]</p> <p>d) review and recommend to the Board tuition and other like fees[.]”</p>
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**Routing** (Include meeting dates)

Consultative Route (parties who have seen the proposal and in what capacity)	President’s Executive Committee – Strategic (23 July 2015)
Approval Route (Governance) (including meeting dates)	General Faculties Council Academic Planning Committee – 18 November 2015 (for recommendation) Board Finance and Property Committee - 24 November 2015 (for recommendation) Board of Governors – 11 December 2015 (for approval)
Final Approver	Board of Governors (11 December 2015)

Attachments:

1. July 2, 2015 Letter to the Board Chair from the Minister of Innovation and Advanced Education (2 pages)

Prepared by: Sandra Kereliuk, Senior Administrative Officer, Finance & Administration  
[sandra.kereliuk@ualberta.ca](mailto:sandra.kereliuk@ualberta.ca)



ALBERTA  
INNOVATION AND ADVANCED EDUCATION

Office of the Minister  
MLA, Edmonton - Riverview

FI04-BUD-15-16  
x 9002-CHR-16  
BC Report

c DG  
JZ

July 2, 2015

47695

Mr. Douglas O. Goss, QC  
Chair, Board of Governors  
University of Alberta  
3-04 South Academic Building (SAB)  
Edmonton, AB T6G 2G7



Dear Mr. Goss:

Our government is committed to helping students develop the skills they need to enter our diverse workforce, and we are working to provide predictable and stable funding for post-secondary institutions. That is why we have announced restoration of operating funding to publicly funded post-secondary institutions. This includes a reversal of the 1.4 per cent cuts that were proposed in the previously tabled spring budget, and instituting a 2 per cent operating grant increase for two years. Additional funding for Targeted Enrolment Expansion and apprenticeship will also be provided.

On June 23, 2015, Bill 3 was passed, enabling my ministry to fund your institution from now to the end of November. The additional funding commitments our government has made for 2015/2016 will be further reflected in the fall budget.

Effective immediately, tuition is frozen at 2014/2015 levels and amendments to the Public Post-secondary Institution's Tuition Fees Regulation are planned. Institutions are expected to ensure all mandatory non-instructional fees will also remain at 2014/2015 levels. However, institutions will be compensated for the additional tuition revenue that had been budgeted for 2015/2016. As a part of the freeze, the previously approved market modifiers will also be rolled back, and impacted institutions will again receive funding to offset the difference.

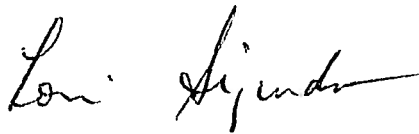
.../2

Details on the above noted grants, including purpose, conditions for receipt of funding, and expected cash flow, will be provided in a separate letter to your President from the Deputy Minister of Innovation and Advanced Education. These investments reflect the government's commitment to ensuring that our post-secondary system is able to meet our province's needs.

Our government will collaborate and work directly with our post-secondary stakeholders as we move forward with this review to ensure that post-secondary education is affordable and accessible for Albertans, and that institutions have the supports they need to deliver on this commitment.

i look forward to working with you as we shape a new future for Campus Alberta.

Sincerely,

A handwritten signature in black ink, appearing to read "Lori Sigurdson". The signature is written in a cursive, flowing style.

Lori Sigurdson  
Minister of Innovation and Advanced Education  
Minister of Jobs, Skills, Training and Labour

**OUTLINE OF ISSUE**

Agenda Title: **Changes to the Universities Academic Pension Plan (UAPP) Sponsors Representative Committee Terms of Reference**

**Motion:** THAT Board of Governors, on the recommendation of the Board Human Resources and Compensation Committee, approve the proposed changes to the Universities Academic Pension Plan (UAPP) Sponsors Representative Committee Terms of Reference, as set forth in Attachment 1.

**Item**

Action Requested	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation <input type="checkbox"/> Discussion/Advice <input type="checkbox"/> Information
Proposed by	Finance and Administration
Presenter	Phyllis Clark, Vice-President (Finance and Administration)
Subject	Proposed Changes to the UAPP Sponsors Representative Committee Terms of Reference

**Details**

Responsibility	Vice-President (Finance and Administration)
The Purpose of the Proposal is (please be specific)	To give authority directly to the Sponsors Representative Committee to prepare and approve its own budget, rather than having the Sponsors approve the budget. There are other minor changes to clarify responsibilities.
The Impact of the Proposal is	To delegate responsibility for the Committee's budget to the committee.
Replaces/Revises	n/a
Timeline/Implementation Date	n/a
Estimated Cost	n/a
Sources of Funding	n/a
Notes	<p>Excerpt from the September 2000 Board of Governors' meeting minutes:</p> <p>"Mr. Harris reported on the governance structure of the plan. Mr. Harris assured members of the Board that they will receive regular reports on this matter through the Human Resources and Compensation Committee and that reports regarding investments would also be presented on an annual basis. Mr. Harris indicated that he would bring forward any material changes to the plan for discussion by the Board before taking any action on behalf of the Board in this regard. Administration will bring forward a formal stewardship process at the next meeting of the Board of Governors.</p> <p>Motion: Moved by Mr. Grieve and seconded by Mr. Ferguson:</p> <p>... The Board of Governors authorize Mr. Glenn Harris, Vice-President, Finance and Administration, or his designate to execute on behalf of the Board any documents required for the transition of the UAPP from the Statutory Plan to the Continuing Plan, including (a) the document accepting the terms and conditions of the withdrawal from the Statutory Plan, (b) the required indemnities with respect to the Crown, the Board, individual Board members, the Fund, the administrator and the trustee under the Statutory Plan, as well as (c) the Sponsorship and Trust Agreement for the Continuing Plan.... <span style="float: right;">CARRIED"</span></p> <hr/> <p>The Vice-President (F&amp;A) presents an annual report to BHRCC on UAPP at the first meeting of each academic year.</p>



**Alignment/Compliance**

<p>Alignment with Guiding Documents</p>	<p>Aligns with <i>Dare to Discover</i></p>
<p>Compliance with Legislation, Policy and/or Procedure Relevant to the Proposal (please <u>quote</u> legislation and include identifying section numbers)</p>	<p>The Employers and the Academic Staff Associations (Sponsors) agreed that the UAPP would cease being a statutory plan on December 31, 2000 and continue on January 1, 2001 under the Employment Pension Plans Act. To facilitate this, the Sponsors agreed to a Sponsorship and Trust Agreement (STA), effective January 1, 2001, which governs the operations of the UAPP. Paragraph 2.7 of the STA requires that a forum be established by the Sponsors to consider the operation, performance, design, possible amendment and all other aspects of the UAPP. This Sponsors Group is represented by each Employer's chief financial officer and the president of each Academic Staff Association or their designate. This Sponsors Group originally established the Terms of Reference to define their responsibilities, procedures, funding, operations, and cost-sharing to augment the governance of the Sponsors Group.</p> <p>In U of A's case, the Sponsor is the Board of Governors (represented at meetings by its Vice-President, Finance and Administration) and is responsible for approving any changes to the terms of reference.</p> <p>Board Human Resources and Compensation Committee Terms of Reference:</p> <p>3. <u>MANDATE OF THE COMMITTEE</u></p> <p>Except as provided in paragraph 4 and in the Board's General Committee Terms of Reference, the Committee shall monitor, evaluate, advise and make decisions on behalf of the Board with respect to, and the Board delegates to the Committee responsibility and authority for, all policies and procedures affecting staff working conditions at the University and matters for collective bargaining and related service contracts. The Committee shall also consider any other matter delegated to the Committee by the Board.</p> <p>Without limiting the generality of the foregoing the Committee shall:</p> <p>(g) review and approve material changes to personnel policies of the University that are outside the regular collective bargaining process and consider trends affecting such policies;</p> <p>(k) receive and review the Annual Report, and the report of the nominee of the Board to the Board of Trustees, of the Universities Academic Pension Plan;</p> <p>The Committee shall review, evaluate and provide information and recommendations to the Board where the Board is making decisions in areas generally related to areas of responsibility of the Committee.</p>

**Routing** (Include meeting dates)

Consultative Route (parties who have seen the proposal and in what capacity)	UAPP Sponsors Representative Committee (30 October 2015)
Approval Route (Governance) (including meeting dates)	Board Human Resources and Compensation Committee – for recommendation (24 November 2015) Board of Governors – for approval (11 December 2015)
Final Approver	Board of Governors

Attachment:

1. UAPP Sponsors Representative Committee Terms of Reference (Redlined) (5pages)

*Prepared by:* Phyllis Clark, Vice-President (Finance and Administration) [phyllis.clark@ualberta.ca](mailto:phyllis.clark@ualberta.ca)

Revised: 12/3/2015

## UNIVERSITIES ACADEMIC PENSION PLAN

### SPONSORS'\* OPERATING AGREEMENT

## SPONSORS REPRESENTATIVE COMMITTEE TERMS OF REFERENCE

*\* As defined in the Sponsorship and Trust Agreement*

AMONG

Association of Academic Staff: University of Alberta  
The Governors of the University of Alberta  
Athabasca University Faculty Association  
Athabasca University Governing Council  
The Governors of the Banff Centre for Continuing Education  
The University of Calgary Faculty Association  
The Governors of the University of Calgary  
The University of Lethbridge Faculty Association  
The Governors of the University of Lethbridge

### A. PURPOSE

1. On December 31, 2000, the Universities Academic Pension Plan ceased to be a statutory plan governed by the *Public Sector Pension Plans Act (Alberta)*, and on January 1, 2001 it was continued as a pension plan registered under the *Employment Pension Plans Act (Alberta)*. The Sponsors' Transition Committee worked co-operatively to effect the transition to a non-statutory plan through the time of transition. The Sponsors Representative Committee assists the Sponsors in performing their functions under the *Sponsorship and Trust Agreement*.
2. The roles and responsibilities of the Sponsors, as set out in the *Sponsorship and Trust Agreement*, are contained in Appendix A.
3. In order to ensure that the Sponsors have the information ~~and recommendations~~ they need to make the decisions relating to their roles and responsibilities set out in in the *Sponsorship and Trust Agreement* (see Appendix A), the Sponsors created a Sponsors Representative Committee which operates in accordance with the terms and procedures ~~as set out in the *Sponsorship and Trust Agreement*~~ ~~this part~~.

### B. RESPONSIBILITIES OF SPONSORS REPRESENTATIVE COMMITTEE

1. The Sponsors Representative Committee is responsible for securing information about matters within the Sponsors' authority under the *Sponsorship and Trust Agreement*, evaluating that information, and making recommendations about those matters to the Sponsors.
2. The Sponsors Representative Committee does not have the authority to make the specific decisions that are designated as under Sponsor authority in the *Sponsorship and Trust Agreement* (see Appendix A). Each Sponsor, operating consistently with its own decision-making procedure, must make that Sponsor's decision on those specified matters.
3. The Sponsors Representative Committee ~~is responsible for planning~~ ~~will hold~~ meetings of the Sponsors under Article 2.7 in the *Sponsorship and Trust Agreement*.

**C. COMPOSITION AND RESPONSIBILITIES OF THE SPONSORS**

1. Each Sponsor shall appoint a Representative and, when necessary, an alternate, to the Sponsors Representative Committee.
2. Each Sponsor Representative or alternate shall be responsible for
  - (i) attending meetings of the Sponsors Representative Committee (each representative may be accompanied by a resource person or persons who may speak but not vote);
  - (ii) receiving information relating to the Sponsors' role and participating in discussions on issues relating to the Sponsors' role;
  - (iii) voting in relation to matters that are within the responsibility of the Sponsors Representative Committee, and
  - (iv) providing information and advice to the Sponsor relating to the Sponsor's role under the *Sponsorship and Trust Agreement*.

**D. OFFICERS AND RESPONSIBILITIES**

1. The Sponsors Representative Committee shall elect a chair and vice-chair from the Sponsor Representatives for a 2-year term. In the event that the office of chair or vice-chair becomes vacant prior to the end of the prescribed term, the Sponsors Representative Committee shall elect a replacement for the remainder for the unexpired term, such replacement to come from the same category of Sponsors as the person replaced.
2. The offices of chair and vice-chair are to rotate every 2 years between an Employer Sponsor Representative on the one hand and an Employee Sponsor Representative on the other.
3. The vice-chair shall act as chair when the chair is absent or unable to act; if both chair and vice-chair are unable to act, the Sponsors Representative Committee shall elect another Sponsor Representative to perform the necessary duties.
4. The Sponsors Representative Committee shall appoint a secretary who has the responsibility to prepare minutes of the meetings of ~~Working Group~~ **Sponsors Representative Committee**. This person need not be a Sponsor Representative. The Secretary shall send the minutes, once approved by the Sponsors Representative Committee, to the Trustees, Chief Financial Officers of Employer Institutions, Presidents of Academic Staff Associations, and any resource people identified by the Sponsor Representatives.
5. The Chair has the responsibility to call meetings and set agendas. If three Sponsor Representatives request a meeting, the Chair must call one. The Chair shall send out notice of the meeting with a draft agenda at least five (5) working days, where feasible, in advance of the meeting. Any Sponsor Representative may add an item to the agenda. The Sponsors Representative Committee shall vote on the agenda at the beginning of the meeting.

**E. PROCEDURES AND VOTING**

1. The Sponsors Representative Committee may conduct business by email, and an email vote shall be considered valid as long as, to the extent possible, all Sponsor Representatives have been included in the discussion. Where feasible, a week of discussion shall be allowed before

any Sponsor Representative vote is accepted. Where the Sponsors Representative Committee agrees, it may also hold meetings by video- or audio-conferencing.

2. Decisions of the Sponsors Representative Committee shall be made by a vote. Each Sponsor Representative, including the Chair, has one vote. A motion shall be considered passed only if at least three Employer Sponsor Representatives plus at least three Academic Staff Association Sponsor Representatives vote in favour.
3. Where the Sponsors Representative Committee or the Sponsors have not prescribed other rules, the Sponsors Representative Committee shall operate in accordance with *Bourinot's Rules of Order* (most recent edition).
4. The Sponsors Representative Committee shall normally invite the Chair of the Board of Trustees and the Executive Director of the UAPP to its meetings and to be included in an email vote discussion. However, the Sponsors Representative Committee retains the discretion to invite anyone to, and to exclude anyone other than Sponsor Representatives and their resource persons from, a meeting or any part of a meeting.
5. The Sponsors Representative Committee may, in its sole discretion, make further policies and rules to assist it to perform its functions.

#### **F. FUNDING**

The Sponsors Representative Committee shall ~~submit~~approve an annual budget ~~to the Sponsors for their approval,~~ and ~~prepare shall provide them with an annual~~ financial ~~report.~~statement at the end of the budget year.

#### **G. OPERATIONS**

1. Within its budget, the Sponsors Representative Committee may employ people, contract experts or other people for specific functions, and set up committees at its own discretion.
2. The Sponsors Representative Committee may create or arrange for a Secretariat that is responsible for collecting and distributing information for the Sponsors, for providing an archive of information relating to the UAPP, and for providing such other services as the Sponsors Representative Committee requires.

#### **H. COST-SHARING AGREEMENT**

The Sponsors agree that each Sponsor will pay a share of the budget approved under Section F in advance and in proportion to the number of contributing members in the plan at each Employer Institution or within each Academic Staff Association, calculated once per year. Where there is no Academic Staff Association Sponsor, or where there are contributing members who are not represented by any Academic Staff Association Sponsor, the Employer Institution agrees to pay twice the share in relation to those members.

This Agreement has been executed in counterpart by the properly authorized officers of the Parties to the Agreement.

DATE: February 2, 2015

## ***Appendix A***

### **Roles and Responsibilities of the Sponsors under the *Sponsorship and Trust Agreement***

The following sections of the *Sponsorship and Trust Agreement* set out the roles and responsibilities of the Sponsors:

- ....
- 2.3 The Sponsors are responsible in accordance with paragraph 4.7 for determining the treatment of any surplus which is available for reduction of future contribution rates, and whether the unfunded liabilities and solvency deficiencies should be funded at a faster rate than referred to in paragraph 4.3(a).
- 2.4 The Sponsors may amend this Agreement and the Plan in accordance with the provisions contained in Part 6 of this Agreement.
- 2.5 In accordance with Part 7 of this Agreement, the Sponsors may permit other employers and their corresponding academic staff associations (if any) to become Sponsors and parties to this Agreement.

- ....
- 2.7 In order to provide a forum for on-going consideration of the operation, performance, design, possible amendment and all other aspects of the Plan:
- (a) There shall be a meeting at least once in every calendar year of senior representatives of the Sponsors. Each Employer shall be represented at these meetings by its chief financial officer (or other designate specified by the Employer in question). Each Academic Staff Association shall be represented at these meetings by its president (or other designate specified by the Academic Staff Association in question). In addition to these representatives, each Sponsor may have a reasonable number of observers at these meetings, and all Trustees may attend as observers.
- (b) The chair of the Board of Trustees shall be responsible for convening the meetings of senior representatives referred to in this paragraph.
- (c) Notwithstanding (b), any three Sponsors may require a meeting of senior representatives of the Sponsors by giving written notice to all other Sponsors of the time and place of such meeting, with at least fourteen (14) days' notice before the date set for such a meeting.
- (d) By unanimous agreement in writing, the Sponsors may waive the requirement of an annual meeting of senior representatives of the Sponsors in any particular calendar year.

For greater clarity, where the forum proposes to make any decision which this Agreement requires to be made by the Sponsors (such as the decisions referred to in paragraphs 2.2 to 2.6 inclusive), each Sponsor must make its decision in accordance with its own internal operating requirements; and any collective decision which this Agreement requires the Sponsors to make is subject to the voting requirements set out in this Agreement.

- ....
- 2.9 In recognition of the fact that (a) not every Employer has a corresponding Academic Staff Association, and (b) there are Members of the Plan who are not members of an Academic Staff Association, the Sponsors as a group will devise and implement a strategy for communicating (and, if the Sponsors think appropriate, consulting) with Members of the Plan who are not members of one of the Academic Staff Associations with respect to the operation of the Plan and any proposed

amendments thereto. In addition, an Employer may at any time communicate or consult with its Employees who are Members of the Plan but who are not members of an Academic Staff Association with respect to the operation of the Plan and any proposed amendments thereto. Nothing in this paragraph derogates from any of the rights or powers of the Sponsors set out in any other provision of this Agreement or the Plan.

....  
4.7

The Sponsors shall determine how any surplus which is available for reduction of future contribution rates, as described in the actuarial report in accordance with paragraph 4.4(d), is to be treated. The methods for dealing with such surplus may include carry-forward, reduction of future contribution rates, and provision of benefit improvements. The Sponsors may also determine that the funding of unfunded liabilities and solvency deficiencies should be accelerated, as described in the actuarial report in accordance with paragraph 4.4(d). These determinations shall be made:

(a) after having received the recommendations of the Trustees (which recommendations shall not be binding on the Sponsors),

(b) in accordance with the requirements of any applicable legislation,

(c) subject to the requirements of paragraph 4.10 relating to preservation of the Crown's obligation to make additional contributions, and

(d) with the consent of a majority of the Employers, which majority together employs at least 75% of the Employees who are Members in the Plan, as well as by all the Academic Staff Associations (if any) corresponding to those Employers.

....  
6.1

Subject to paragraphs 6.3 and 6.4, the Sponsors may from time to time amend this Agreement and the Plan, provided that any such amendment must have the consent of a majority of the Employers, which majority together employs at least 75% of the employees who are Members in the Plan, as well as by all of the Academic Staff Associations (if any) corresponding to those Employers.

6.2

Prior to making any amendment under paragraph 6.1, the Sponsors will invite and consider (but are not bound by) any comments, proposals or recommendations by the Trustees and the Actuary about the proposed amendment.

....  
7.1

Subject to paragraph 7.2, the Sponsors may agree to:

(a) permit another employer and its corresponding academic staff association (if any) to participate in the Plan by becoming Sponsors and parties to this Agreement, or

(b) amalgamate the Fund and Plan with another pension fund and plan.

7.2

The Sponsors may only exercise the powers provided by paragraph 7.1 in accordance with the formula set out in paragraph 6.1 for amendment to this Agreement.

7.3

Notwithstanding paragraph 7.2, if an employee organization which bargains the terms and conditions of employment of academic staff is reconstituted at the Banff Centre for Continuing Education, it shall have the right to become a party to this Agreement upon request. In such an event, the Sponsors shall determine (in accordance with the formula set out in paragraph 6.1 for amendment to this Agreement) if and how the composition of the Board of Trustees shall be altered.

....

**OUTLINE OF ISSUE**

 Agenda Title: **University of Alberta International Tuition Fee Proposal**

**Motion:** THAT the Board of Governors, on the recommendation of the Board Finance and Property Committee, approve the proposal from University Administration to increase international tuition fees by 1.6%, effective September 1, 2016, as illustrated in the table below:

Undergraduate <sup>a</sup>	2015-16 <sup>d</sup>	2016-17 <sup>e</sup>	Change	
			\$	%
Arts and Science	\$20,076.00	\$20,397.22	\$321.22	1.6%
Business	\$26,407.52	\$26,830.04	\$422.52	1.6%
Engineering	\$24,091.20	\$24,476.66	\$385.46	1.6%
Juris Doctor (JD) Program	\$43,544.64	\$44,241.34	\$696.70	1.6%
Pharmacy	\$35,538.42	\$36,107.02	\$568.60	1.6%
Economics Course	\$2,561.42	\$2,602.40	\$40.98	1.6%
Graduate	2015-16 <sup>d</sup>	2016-17 <sup>e</sup>	Change	
			(\$)	(%)
Course Based Masters	\$7,817.04	\$7,942.10	\$125.06	1.6%
Thesis 919 <sup>b</sup>	\$4,877.24	\$4,978.30	\$101.06	1.6%
Thesis Based Masters /PhD <sup>c</sup>	\$6,743.28	\$6,851.16	\$107.88	1.6%
Master's in Business Administration	\$25,509.60	\$25,917.74	\$408.14	1.6%

**Notes:**

- (a) Values are based on a full-time per term and full-time per year unless otherwise stated.
- (b) Tuition applies to thesis students who were admitted to the program of study beginning in Fall 2011 or later; this is based on an annual fee assessment (including spring/summer).
- (c) Tuition applies to thesis students who were admitted to the program of study prior to Fall 2011 and are assessed the reduced thesis rate.
- (d) As approved by the board July 29, 2015.
- (e) Figures may be rounded downwards at fee index level for administrative purposes, thus lowering the effective year over year percentage increase below 1.6 percent.
- (f) Values represent total international tuition fees including base tuition, market modifiers, program differentials and international differentials.

**Item**

Action Requested	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation <input type="checkbox"/> Discussion/Advice <input type="checkbox"/> Information
Proposed by	Provost and Vice-President (Academic) and Vice-President (Finance and Administration)
Presenter	Steven Dew, Provost and Vice-President (Academic) Phyllis Clark, Vice-President (Finance and Administration)
Subject	International Tuition for 2016-17

**Details**

Responsibility	Provost and Vice-President (Academic)
The Purpose of the Proposal is (please be specific)	To set international tuition fees for the 2016-17 academic year.
The Impact of the Proposal is	Under the provincial Public Post-Secondary Institutions' Tuition Fees Regulation, annual tuition increases are tied to the Alberta Consumer Price Index (CPI) based on average monthly increases from July to June.





	<p>The maximum allowable increase for 2016-17, based on the year over year average increase in the Alberta Consumer Price Index (July 1 – June 30) is 1.6%.</p> <p>For 2016-17, Alberta Ministry of Enterprise and Advanced Education announced a freeze to regulated tuition. The regulation does not apply to international differential fees or surcharges assessed to individuals who are not Canadian citizens or permanent residents of Canada. The University is seeking Board approval to implement a 1.6% increase to international tuition fees. This will be applied to all international instructional tuition fees, including program differentials, international differentials and market modifiers.</p> <p>Grandfathering and/or the freezing of fees was considered but ultimately rejected as grandfathering does not occur when domestic fees are increased and the University did not receive funding from the Province to make up for any freeze in international fees as it did with domestic fees.</p>
Replaces/Revises (eg, policies, resolutions)	Tuition proposal set by the Board of Governors on July 29, 2015 for September 2015.
Timeline/Implementation Date	Effective September 1, 2016.
Estimated Cost	n/a
Sources of Funding	n/a
Notes	

**Alignment/Compliance**

Alignment with Guiding Documents	<p>Comprehensive Institutional Plan, 2015-2016 Dare to Discover: A Vision for a Great University Dare to Deliver: The University of Alberta Academic Plan 2011-2015</p>
Compliance with Legislation, Policy and/or Procedure Relevant to the Proposal (please quote legislation and include identifying section numbers)	<p>1. <b>July 2, 2015 Letter from the Minister:</b> A letter to the Board Chair, University of Alberta, dated July 2, 2015, from the Ministry of Innovation and Advanced Education stated that tuition for regulated fees would be frozen at 2014-15 levels for the years 2015-16 and 2016-17. In conversations with the Ministry it was confirmed that the freeze did not apply to international tuition fees.</p> <p>1. <b>Post-Secondary Learning Act (PSLA), Sections 61(1) and 61(2)(a):</b></p> <p>“<b>61(1)</b> The board of a public post-secondary institution shall set the tuition fees to be paid by students of the public post-secondary institution.</p> <p><b>61(2)</b> The tuition fees under subsection (1) for all public post-secondary institutions other than Banff Centre (a) must be set in accordance with the regulations[.] [...]”</p> <p>2. <b>PSLA - (Section 26(1)(o))</b> states: “Powers of general faculties council 26(1) Subject to the authority of the board, a general faculties council is responsible for the academic affairs of the university and, without restricting the generality of the foregoing, has the authority to (o) make recommendations to the board with respect to affiliation with</p>

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	<p>other institutions, academic planning, campus planning, a building program, the budget, the regulation of residences and dining halls, procedures in respect of appointments, promotions, salaries, tenure and dismissals, and any other matters considered by the general faculties council to be of interest to the university [...].”</p> <p>On the line-by-line <u>budget</u>, including consideration of matters related to tuition, GFC has delegated this responsibility to its senior standing committee, the GFC Academic Planning Committee (APC), as noted in the following.</p> <p><b>3. GFC Academic Planning Committee (APC) Terms of Reference (Mandate-Section 3.4(b)):</b></p> <p>“APC is responsible for making recommendations to GFC and/or to the Board of Governors concerning policy matters and action matters with respect to the following: [ . . . ]</p> <p><b>4. Budget Matters</b> To recommend to the Board of Governors on the annual budget, excluding budgets for ancillary units. [...]. ”</p> <p><b>4. Board Finance and Property (BFPC) Terms of Reference (Section 3(d)):</b></p> <p>“3. Without limiting the generality of the foregoing, the Committee shall: [...]</p> <p>d) review and recommend to the Board tuition and other like fees[.]”</p>
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**Routing** (Include meeting dates)

Consultative Route (parties who have seen the proposal and in what capacity)	President’s Executive Committee (Operations) – October 29, 2015 (for endorsement)
Approval Route (Governance) (including meeting dates)	General Faculties Council Academic Planning Committee – 18 November 2015 (for recommendation) Board Finance and Property Committee - 24 November 2015 (for recommendation) Board of Governors – 11 December 2015 (for approval)
Final Approver	Board of Governors (11 December 2015)

**OUTLINE OF ISSUE**

 Agenda Title: **2016-2017 Residence Rental Rate Proposal**

**Motion:** THAT the Board of Governors, on the recommendation of the Board Finance and Property Committee, approve the 2016-2017 Residence Rental Rate Proposal as set forth in Attachment 1, effective May 1, 2016.

**Item**

Action Requested	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation <input type="checkbox"/> Discussion/Advice <input type="checkbox"/> Information
Proposed by	Don Hickey, Vice-President (Facilities and Operations)
Presenter	Don Hickey, Vice-President (Facilities and Operations)
Subject	2016-2017 Residence Rental Rate

**Details**

Responsibility	Facilities and Operations
The Purpose of the Proposal is	To present the 2016-2017 residence rental rate increases.
The Impact of the Proposal is	Ancillary Services do not receive base operating or capital dollars to build and maintain the student residences. As per Board of Governors direction, Ancillary Services must operate the student residences as self-sustaining operations. As such, the financial proforma must reflect the full and true cost of replacement and renewal of their capital assets through operations and reserves, including the repayment of debt and related interest. In addition, the residences are subject to municipal property taxation.
Replaces/Revises (eg, policies, resolutions)	NA
Timeline/Implementation Date	May 1, 2016
Estimated Cost	NA
Sources of Funding	NA
Notes	<p>Seeking approval of base rent increases of 1.70%, and differentiated increases to select properties. Differentiated increases are due to:</p> <ul style="list-style-type: none"> <li>The installation and ongoing operation of University Wireless Services (UWS) at Augustana residences. It is proposed that a \$19.95 monthly fee be included in the monthly rent for these properties.</li> <li>An increase of \$37 per month to the Board Plan at Augustana.</li> <li>A 5.0% premium on 4-month term contracts at HUB, Maple and Aspen Houses.</li> </ul> <p>NOTE: UWS fees were undertaken at Lister Centre and I-House in 2014-2015, and at HUB in 2015-2016. The 5% 4-month premium is the second of two increases proposed over a two-year period for HUB and Aspen/Maple Houses. Ten percent 4-month premiums were undertaken over two years in Lister Centre, Residence Saint-Jean, and I-House in 2013-2014 and 2014-2015.</p> <ul style="list-style-type: none"> <li>A 25% premium for newly-renovated, fully furnished suites at Aspen and Maple Houses.</li> </ul> <p>NOTE: 25% premiums for renovated and furnished suites were undertaken in HUB in 2015-2016.</p> <p>Base increases are required in order to address operating costs and ongoing deferred maintenance.</p>

**Alignment/Compliance**

Alignment with Guiding Documents	<ul style="list-style-type: none"> <li>Facilities and Operations' Business Plan and Budget</li> <li>Ancillary Services' Business Plan and Budget, Residence Services</li> </ul>
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	<p>Capital Reserve Strategy</p> <ul style="list-style-type: none"> <li>University Academic Plan (Dare to Deliver)</li> </ul>
<p>Compliance with Legislation, Policy and/or Procedure Relevant to the Proposal (please <u>quote</u> legislation and include identifying section numbers)</p>	<p><b>Board Finance and Property Committee (BFPC) Terms of Reference</b></p> <p><i>Except as provided in paragraph 4 and in the Board's General Committee Terms of Reference, the Committee shall monitor, evaluate, advise and make decisions on behalf of the Board with respect to all strategic and significant financial and property matters and policies of the University. The Committee shall also consider any other matter delegated to the Committee by the Board.</i></p> <p><b>3. <u>MANDATE OF THE COMMITTEE</u></b> <i>Without limiting the generality of the foregoing, the Committee shall:</i></p> <p style="padding-left: 40px;"><i>(d) review and recommend to the Board tuition and other like fees;</i></p> <p><b>4. <u>LIMITATIONS ON DELEGATION BY THE BOARD</u></b> <i>The general delegation of authority by the Board to the Committee shall be limited as set out in this paragraph. Notwithstanding the general delegation of authority to the Committee set out in paragraph 3, the Board shall:</i></p> <p style="padding-left: 40px;"><i>(e) approve tuition and other like fees;</i></p>

**Routing** (Include meeting dates)

<p>Participation: (parties who have seen the proposal and in what capacity)</p> <ul style="list-style-type: none"> <li>Those who have been informed</li> <li>Those who have been consulted</li> <li>Those who are actively participating</li> </ul>	<p>Residence Budget Advisory Committee (RBAC)</p> <ul style="list-style-type: none"> <li>August 25, 2015</li> <li>September 8, 2015</li> <li>September 22, 2015</li> <li>October 13, 2015</li> <li>October 20, 2015</li> </ul> <p>President's Executive Committee – Operations (PEC-O)</p> <ul style="list-style-type: none"> <li>October 22, 2015</li> </ul>
<p>Approval Route (Governance) (including meeting dates)</p>	<p>Board Finance and Property Committee (BFPC) (recommendation)</p> <ul style="list-style-type: none"> <li>November 24, 2015</li> </ul> <p>Board of Governors (BG) (approval)</p> <ul style="list-style-type: none"> <li>December 11, 2015</li> </ul>
<p>Final Approver</p>	<p>Board of Governors</p>

Attachments

- Ancillary Services 2016-2017 Residence Rates (2 pages)

*Prepared by:*

Doug Dawson  
Associate Vice-President  
Ancillary Services  
1-050 Lister Centre  
Phone: 780.492.1421  
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## Ancillary Services 2016-2017 Residence Rates

		2015-2016 Rent	Proposed Rent 2016-2017	% Rent Incr	% Board Incr	% UWS Incr	Tot Incr
<b>Campus Saint-Jean</b>							
Single	8 mos	\$646	\$657	1.70%			1.70%
Single	4 mos	\$682	\$694	1.70%			1.70%
<b>Maple and Aspen Houses (formerly ECV Apts)</b>							
1 Bedroom	8 mos	\$1013	\$1030	1.70%			1.70%
1 Bedroom	4 mos	\$1039	\$1091	5.00%			5.00% <sup>1</sup>
1 Bdrm furn/reno	8 mos	\$1013	\$1283	26.70%			26.70% <sup>3</sup>
1 Bdrm furn/reno	4 mos	\$1039	\$1351	30.00%			30.00% <sup>4</sup>
2 Bedroom	8 mos	\$682	\$694	1.70%			1.20%
2 Bedroom	4 mos	\$699	\$734	5.00%			5.00% <sup>1</sup>
2 Bdrm furn/reno	8 mos	\$682	\$864	26.70%			26.70% <sup>3</sup>
2 Bdrm furn/reno	4 mos	\$699	\$909	30.00%			30.00% <sup>4</sup>
4 Bedroom	8 mos	\$532	\$541	1.70%			1.70%
4 Bedroom	4 mos	\$546	\$573	5.00%			5.00% <sup>1</sup>
4 Bdrm furn/reno	8 mos	\$532	\$674	26.70%			26.70% <sup>3</sup>
4 Bdrm furn/reno	4 mos	\$546	\$710	30.00%			30.00% <sup>4</sup>
<b>IHouse</b>							
Single/bath	8 mos	\$739	\$752	1.70%			1.70%
Single/bath	4 mos	\$781	\$794	1.70%			1.70%
<b>HUB</b>							
Bachelor	8 mos	\$775	\$788	1.70%			1.70%
Bachelor	4 mos	\$795	\$835	5.00%			5.00% <sup>1</sup>
Furnished Bach	8 mos	\$840	\$854	1.70%			1.70%
Furnished Bach	4 mos	\$862	\$905	5.00%			5.00% <sup>1</sup>
Bach furn/reno	8 mos	\$1041	\$1059	1.70%			1.70%
1 Bedroom	8 mos	\$1013	\$1030	1.70%			1.70%
1 Bedroom	4 mos	\$1039	\$1091	5.00%			5.00% <sup>1</sup>
1 Bedroom furn/reno	8 mos	\$1311	\$1333	1.70%			1.70%
2 Bedroom/person	8 mos	\$637	\$648	1.70%			1.70%
2 Bedroom/person	4 mos	\$653	\$688	5.00%			5.00% <sup>1</sup>
4 Bedroom/person	8 mos	\$468	\$476	1.70%			1.70%
4 Bedroom/person	4 mos	\$480	\$504	5.00%			5.00% <sup>1</sup>
2 Bdrm furn/reno	8 mos	\$788	\$801	1.70%			1.70%
2 Bdrm furn/reno	4 mos	\$804	\$844	5.00%			5.00% <sup>1</sup>
4 Bdrm furn/reno	8 mos	\$578	\$588	1.70%			1.70%
4 Bdrm furn/reno	4 mos	\$589	\$618	5.00%			5.00% <sup>1</sup>
<b>Lister</b>							
Single	8 mos	\$606	\$616	1.70%			1.70%
Single	4 mos	\$692	\$702	1.70%			1.70%
Double	8 mos	\$393	\$400	1.70%			1.70%
Double	4 mos	\$432	\$439	1.70%			1.70%
Single/bath	8 mos	\$720	\$732	1.70%			1.70%
Single/bath	4 mos	\$763	\$776	1.70%			1.70%
<b>Michener Park</b>							
Row House 2 Bdrm		\$856-\$930	\$871-\$946	1.70%			1.70%
Row House 3 Bdrm		\$1072-\$1130	\$1090-\$1149	1.70%			1.70%
2 Bdrm Walk-up		\$822-\$858	\$836-\$873	1.70%			1.70%
Vanier House		\$873-\$926	\$888-\$942	1.70%			1.70%

<sup>1</sup>Increase includes 5% premium for 4-month term.

<sup>2</sup>Increase includes \$19.95 monthly charge for in-room wireless service, and a \$37 monthly increase in Board fees.

<sup>3</sup>Increase includes 25% reno/furnishing fee.

<sup>4</sup>Increase includes 5% premium for 4-month term and 25% reno/furnishing fee.

**\*NOTE:** Reno/furn fees were adjusted for HUB properties in the 2015-16 proposal. Reno/furn fees for Maple and Aspen Houses are proposed for 2016-17.

Ancillary Services 2016-2017 Residence Rates

<b>Newton Place</b>							
Bachelor		\$844-\$914	\$858-\$930	1.70%			1.70%
1 Bedroom		\$1052-\$1132	\$1070-\$1151	1.70%			1.70%
2 Bedroom		\$1354-\$1453	\$1377-\$1478	1.70%			1.70%
<b>ECV Houses</b>							
Houses		\$441-\$1083	\$448-\$1101	1.70%			1.70%
<b>Graduate Student Residence</b>							
Studio Suites		\$1018	\$1049	3.00%			3.00%
2 Bedroom		\$833	\$856	3.00%			3.00%
<b>Pinecrest and Tamarack Houses</b>							
2 Bedroom/person		\$899	\$921	2.50%			2.50%
4 Bedroom/person		\$803	\$823	2.50%			2.50%
<b>Alder and Linden Houses</b>							
1 Bedroom		\$873	\$895	2.50%			2.50%
<b>Augustana (Room &amp; Board)</b>							
		<b>Rm &amp; Board</b>					
Single Rm 8 month		\$959	\$1032	1.70%	3.86%	2.08%	7.64% <sup>2</sup>
Double Rm 8 month		\$813	\$884	1.70%	4.55%	2.45%	8.70% <sup>2</sup>
Single Rm 4 month		\$1006	\$1080	1.70%	3.68%	1.98%	7.36% <sup>2</sup>
Double Rm 4 month		\$854	\$925	1.70%	4.33%	2.34%	8.37% <sup>2</sup>

<sup>1</sup>Increase includes 5% premium for 4-month term.

<sup>2</sup>Increase includes \$19.95 monthly charge for in-room wireless service, and a \$37 monthly increase in Board fees.

<sup>3</sup>Increase includes 25% reno/furnishing fee.

<sup>4</sup>Increase includes 5% premium for 4-month term and 25% reno/furnishing fee.

**\*NOTE:** Reno/furn fees were adjusted for HUB properties in the 2015-16 proposal. Reno/furn fees for Maple and Aspen Houses are proposed for 2016-17.

**OUTLINE OF ISSUE**

Agenda Title: **Identification of Possible Land Titles to Transfer to UA Properties Trust Inc.**

At its November 24, 2015 meeting, the Board Finance and Property Committee (BFPC) approved the following motion with delegated authority of the Board of Governors:

**APPROVED Motion:** *THAT the Board Finance and Property Committee, acting with delegated authority of the Board of Governors, and subject to the approval of the Lieutenant Governor in Council, under section 67 of the Post-secondary Learning Act:*

- a) *authorize and approve the sale and/or lease to University of Alberta Properties Trust Inc. of all or portions of:*
  - 1. *Plan 4971AJ, Block A (114.55 acres) – South Campus, West 240*
  - 2. *Plan 4971AJ, Block B (30.80 acres) – South Campus, West 240*
  - 3. *Plan 4971AJ, Block C (4.75 acres) – South Campus, West 240*
  - 4. *Plan 3347EO, Parcel A (81.2 acres) – South Campus, West 240*
  - 5. *Plan 9624107, Lot 3 (7.63 acres) – Michener Park*
  - 6. *Plan 9624107, Lot 1 (up to 24.34 acres) – Michener Park*
  - 7. *Plan I23A, Block 159, Lots 18 to 22 (.56 acres) – North Campus, Lot 84*
  - 8. *Plan 9222506, Block B, Lot 2A (15.47 acres) – North Campus, Corbett Hall*

*and*

- b) *authorize the President and Vice-President (Facilities and Operations) to negotiate and enter into sale agreements, or lease agreements of up to 99 years, along with any other necessary supporting agreements, with the University of Alberta Properties Trust Inc., subject to the terms and conditions returning to the Committee for approval and to the Board of Governors for final review.*

BFPC delegated authority states that the Committee may: “approve the acquisition or disposal of real property, provided always that any such decision of the Committee shall be reported to the Board and shall only be effective or implemented a minimum of 24 hours following the conclusion of the Board meeting at which the decision of the Committee is reported, and provided the Board has not resolved otherwise.”

**Item**

Action Requested	<input type="checkbox"/> Approval <input type="checkbox"/> Recommendation <input checked="" type="checkbox"/> Discussion/Advice <input type="checkbox"/> Information
Proposed by	Facilities and Operations
Presenter	Don Hickey, Vice-President (Facilities and Operations)
Subject	Transfer lands as designated under the Long Range Development Plan (see attachment 1 for land maps)

**Details**

Responsibility	Vice-President (Facilities and Operations)
The Purpose of the Proposal is (please be specific)	<p>The first step is to identify through an omnibus motion, the proposed lands available to be transferred to UAPTl, as Trustee for the Trust, for future development. The approach using an omnibus motion provides an efficient and timely approach for the transfer of the University of Alberta lands to UAPTl.</p> <p>Once the Order in Council is received, the Vice-President (Facilities and Operations) will return to the University of Alberta Governors to seek final approval on the particular sections of lands and the terms of agreement with the Trust. This may be repeated several times over the</p>

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	next decade.
The Impact of the Proposal is	<p>Until the previous steps are conducted, the Board of Directors will be limited in their activities, such as recruiting a CEO.</p> <p>Given the timing of the provincial election, senior administration determined that it must make every effort to meet with key government officials to ensure there is an understanding of the intent of the Trust.</p>
Replaces/Revises	n/a
Timeline/Implementation Date	2016 – 2018
Estimated Cost	Less than \$100,000 for survey and legal fees
Sources of Funding	Institutional funds
Notes	The transfer of University lands to the wholly owned subsidiary, University of Alberta Properties Trust Inc., as Trustee, is considered a land disposition by the Minister of Infrastructure and, therefore, requires the approval of the Lieutenant Governor in Council.

**Alignment/Compliance**

Alignment with Guiding Documents	Long Range Development Plan
Compliance with Legislation, Policy and/or Procedure Relevant to the Proposal (please quote legislation and include identifying section numbers)	<p><b><u>Post-secondary Learning Act</u></b></p> <p><i>Post-secondary Learning Act (PSLA), Section 67(1.1) A board shall not, without the prior approval of the Lieutenant Governor in Council,</i></p> <p><i>(a) sell or exchange any interest in land, other than donated land, held by and being used for the purposes of the board, or</i></p> <p><i>(b) lease for a term that exceeds five years any land held by the board unless the lease is to a person that will use the land for the purpose of providing support services to the students, faculty or staff of the public post-secondary institution.</i></p> <p><u>BFPC Terms of Reference – Sections 3 and 4 state:</u></p> <p><b>3. <u>MANDATE OF THE COMMITTEE</u></b></p> <p><i>Except as provided in paragraph 4 and in the Board’s General Committee Terms of Reference, the Committee shall monitor, evaluate, advise and make decisions on behalf of the Board with respect to all strategic and significant financial and property matters and policies of the University. The Committee shall also consider any other matter delegated to the Committee by the Board.</i></p> <p><i>Without limiting the generality of the foregoing, the Committee shall:</i></p> <p><i>g) approve the acquisition or disposal of real property, provided always that any such decision of the Committee shall be reported to the Board and shall only be effective or implemented a minimum of 24 hours following the conclusion of the Board meeting at which the decision of the Committee is reported, and provided the Board has not resolved otherwise</i></p> <p><b>4. <u>LIMITATIONS ON DELEGATION BY THE BOARD</u></b></p> <p><i>The general delegation of authority by the Board to the Committee shall be limited as set out in this paragraph. Notwithstanding the general delegation of authority to the Committee set out in paragraph 3, the Board shall:</i></p>



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	<p><i>g) review all decisions of the Committee with respect to the acquisition or disposal of real property; after any such review the Board may resolve to overturn or vary any such decision.</i></p> <p><b>UAPPOL: Real Property Compliance Policy, Real Property Acquisition Procedure, Real Property Disposition Procedure:</b> <a href="https://policiesonline.ualberta.ca/PoliciesProcedures/Policies/Real-Property-Compliance-Policy.pdf">https://policiesonline.ualberta.ca/PoliciesProcedures/Policies/Real-Property-Compliance-Policy.pdf</a></p>
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**Routing (Include meeting dates)**

Consultative Route (parties who have seen the proposal and in what capacity)	<p>South Campus Consultation Group – May 21, 2014          South Campus Consultation Group – September 29, 2014          South Campus Consultation Group – May 27, 2015          Government of Alberta – August 2015          University of Alberta General Counsel Office – August 2015          Vice-Provosts’ Council Meeting – October 26, 2015          South Campus Consultation Group – October 27, 2015          Internal Communications – The Quad – October 27, 2015          President’s Executive Committee – Operational – October 29 (for information) and November 5, 2015 (for approval)</p>
Approval Route (Governance) (including meeting dates)	<p>Board University Relations Committee – November 19, 2015 (for information)          Board Finance and Property Committee – November 24, 2015 (for approval, pending review by the Board of Governors, per BFPC Terms of Reference)          Board of Governors – December 11, 2015 (for review, per BFPC Terms of Reference)</p>
Final Approver	Board Finance and Property Committee – November 24, 2015

Attachments

1. Briefing Note (3 pages)
2. Land Maps (4 pages)
3. Board Resolution (1 page)

*Prepared by:*

R. Craig Moore, Director  
 Real Estate Services  
 University of Alberta  
 Email: [craig.moore@ualberta.ca](mailto:craig.moore@ualberta.ca)

## **LAND TRANSFER – UNIVERSITY TO UNIVERSITY OF ALBERTA PROPERTIES TRUST INC.**

### **Background**

A proven strategy for many highly regarded post-secondary institutions throughout North America has been the development of institutional land assets. These institutions have been able to turn land assets into long term financial assets, generating a sustainable, long term revenue source to support their core missions and that provide benefits to society at-large.

At the University of Alberta, the primary goal of developing institutional land assets is to grow the University Endowment, which, in turn, supports student scholarships, enhances the university's ability to attract and support talented faculty and students to undertake cutting-edge research, and is a key part of the University's long-term financial stability.

Due to the charitable and not for profit status of post-secondary institutions, it is mandatory to form independent subsidiary corporations to carry out for-profit activities. Canadian institutions, such as Guelph University and York University in the east and University of British Columbia and Simon Fraser University in the west, as well as the University of Calgary here in Alberta, have created subsidiary corporations for land development.

On June 20<sup>th</sup>, 2014 the University Board of Governors approved the incorporation of a wholly owned subsidiary land development company.

On October 24, 2014 the University Board of Governors approved the governance model for the University of Alberta Trust Inc.

On February 20<sup>th</sup>, 2015 the Lieutenant Governor in Council approved the incorporation of a subsidiary Provincial corporation, to be a wholly owned subsidiary of the Governors of the University of Alberta, to act as trustee for the purpose of holding and developing lands – University of Alberta Properties Trust Inc. (UAPTI).

UAPTI became the Trustee under a Trust Agreement dated October 6, 2014, the beneficiaries of which are the University and the University Properties General Endowment.

UAPTI is now operational, with a board of directors in place, and is in the process of staff recruitment. The next phase is the identification of potential lands to be transferred to UAPTI for development over the next several years.

Land development is a time sensitive business requiring considerable advance planning, and it is important that approvals be in place so that UAPTl can plan for the lands that may be transferred.

## **Issues**

Over its 100+ year history, the University of Alberta has acquired substantial land holdings in the City of Edmonton (the City) and throughout the Province of Alberta (the Province). As a requirement of the Post-secondary Learning Act, the University carried out an in-depth consultation with our many internal and external stakeholders over the years, including the Provincial government, in order to develop long range development plans for its land assets. The lands being considered for transfer will be developed in accordance with the City of Edmonton's development process and, for land use, in general alignment with the university's long range development plan. The requested lands for transfer include:

### **South Campus - West 240**

These lands were purchased by the University in 1930 and 1941 and have remained a greenfield site for agricultural activities since that time. The government accepted long range development plan calls for various residential density development, as well as potential research partnership opportunities that benefit the University.

As shown in Attachment 1, the land title areas of the West 240 have not changed since 1930. Once a concept plan for the whole area has been developed for the City, the area will be subdivided into smaller parcels of various shapes and sizes to fit the concept plan. The transfer to UAPTl of the smaller parcels will occur after subdivision and after University Board of Governors approval of the transfer agreements between the University and UAPTl.

### **Michener Park**

The Michener lands (42 acres) were part of the 379-acre Ross farm purchased by the University in 1920 with several acres added in 1957 as the result of a land transfer from the Province. Part of the Michener lands, were leased for 99 years to 3<sup>rd</sup> parties for residential development, including 4 acres leased in 1996 and 6 acres leased in 2005. Available for transfer would be the remaining 32 acres containing the University's married student housing, which is due for redevelopment along with other potential residential development, in the near future.

### **North Campus – Lot 84**

Lot 84, currently a surface parking lot, was purchased by the University in two transactions in 1989 and 1996 because of its strategic location. Due to its size, about ½ acre, it is ideally suited for residential development.

### **North Campus – Corbett Hall**

The Corbett site is part of the original River Lot 5, purchased by the Province in 1907 and transferred to the University in 1912. While Corbett Hall itself is an iconic university building and will be retained by the university, there are substantial lands south of the building that the University's Long Range Development Plan has identified for future development.

## **Recommendation**

The transfer of University land, by sale or long term lease, requires both Board of Governors approval and Lieutenant Governor in Council approval – a process that can take eight to 12 months. Achieving advance Lieutenant Governor in Council approvals will contribute to the success of UAPTI in the fast-paced real estate development business.

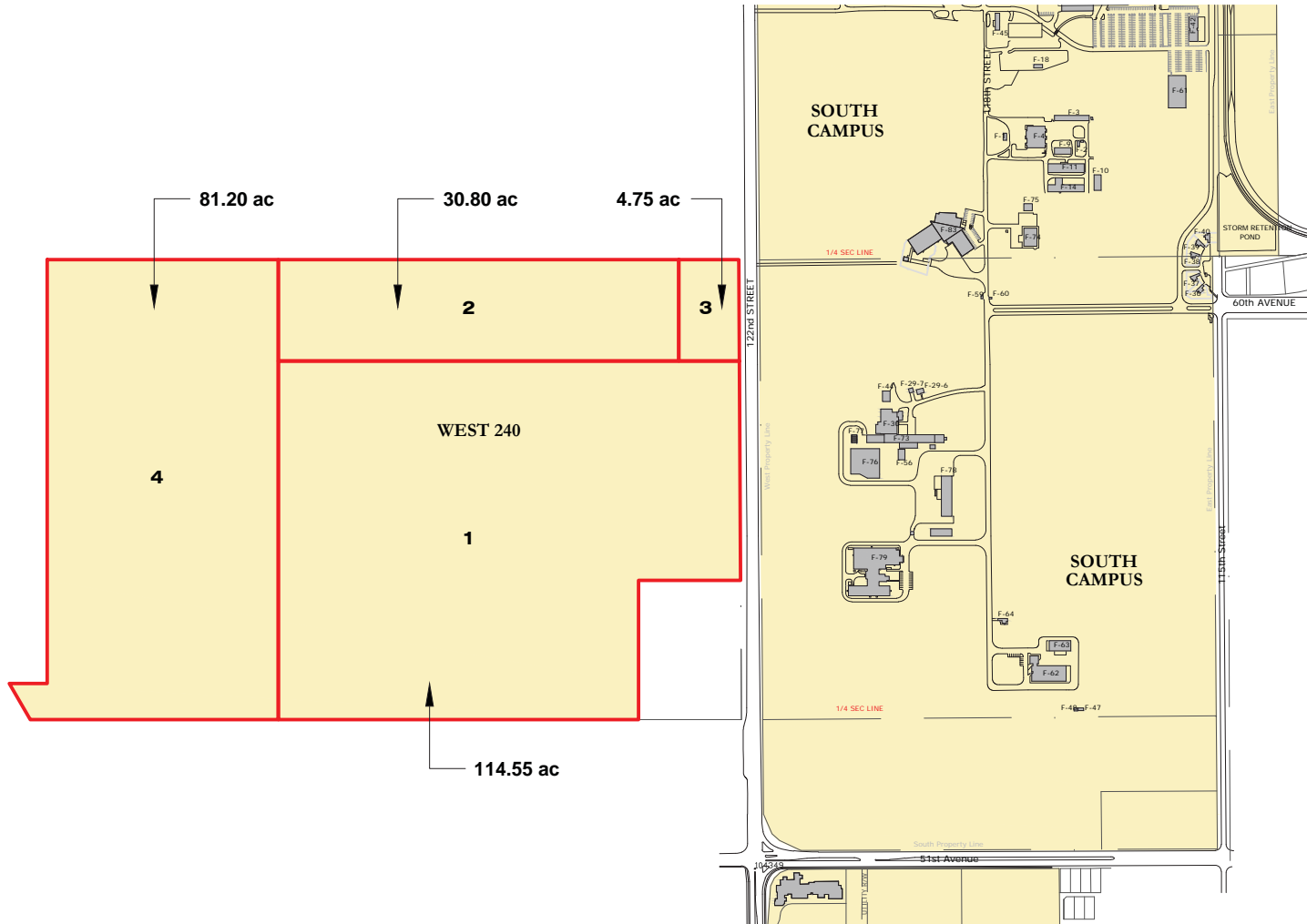
The University has identified the above lands as candidates for transfer to UAPTI and is seeking permission for government approval for the transfer of all or portions of the above-mentioned lands with the understanding that the lands may be transferred at different times, with the terms and conditions of each individual transfer being approved by the Board of Governors.



# South Campus, West 240

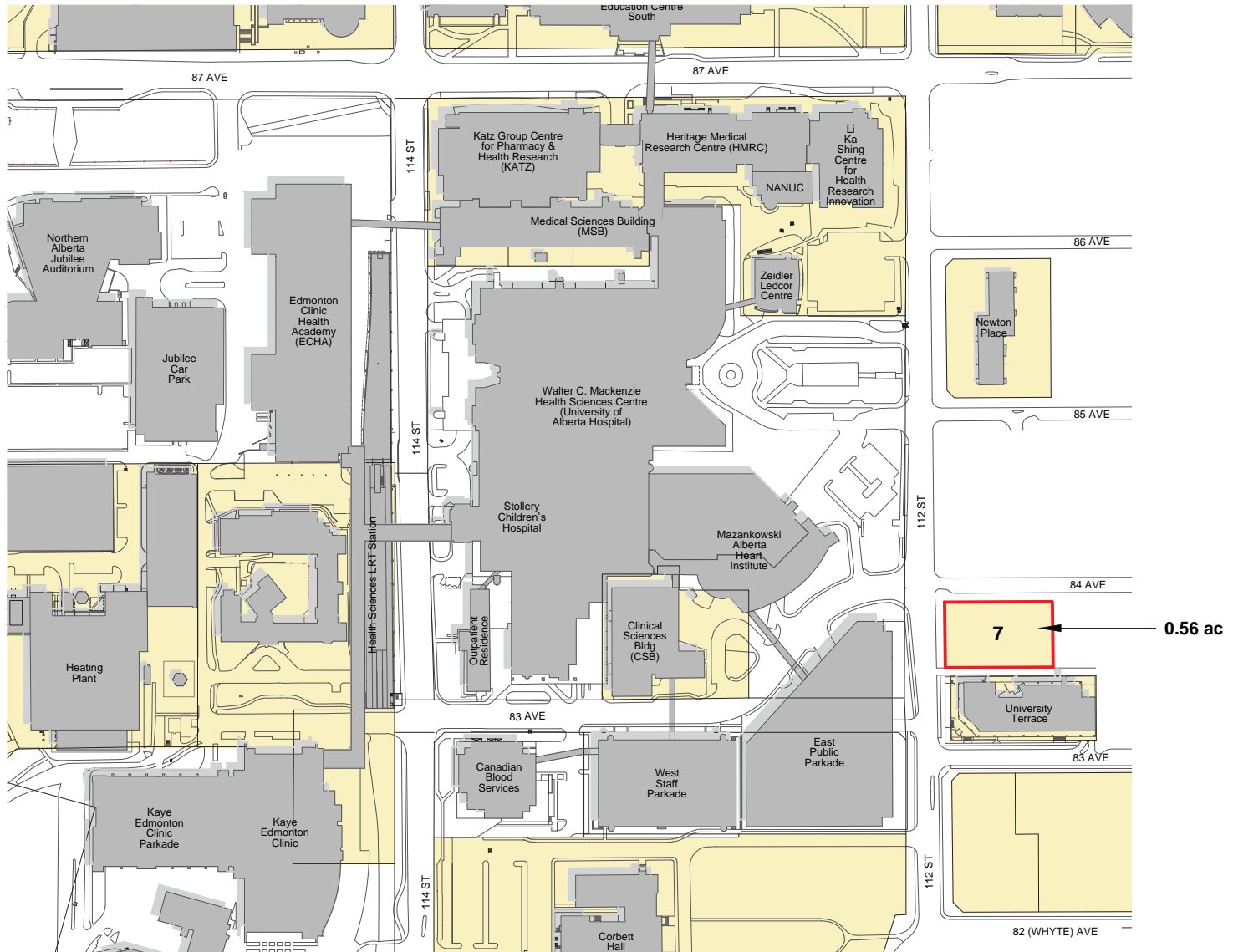
SCALE: 1:1000m

- 1. Plan 4971AJ, Block A (114.55 ac / 46.36 ha) (All or portions of 114.55 acres, location outlined in red)
- 2. Plan 4971AJ, Block B (30.80 ac / 12.46 ha) (All or portions of 30.80 acres, location outlined in red)
- 3. Plan 4971AJ, Block C (4.75 ac / 1.92 ha) (All or portions of 4.75 acres, location outlined in red)
- 4. Plan 3347EO, Parcel A (81.20 ac / 32.86 ha) (All or portions of 81.20 acres, location outlined in red)

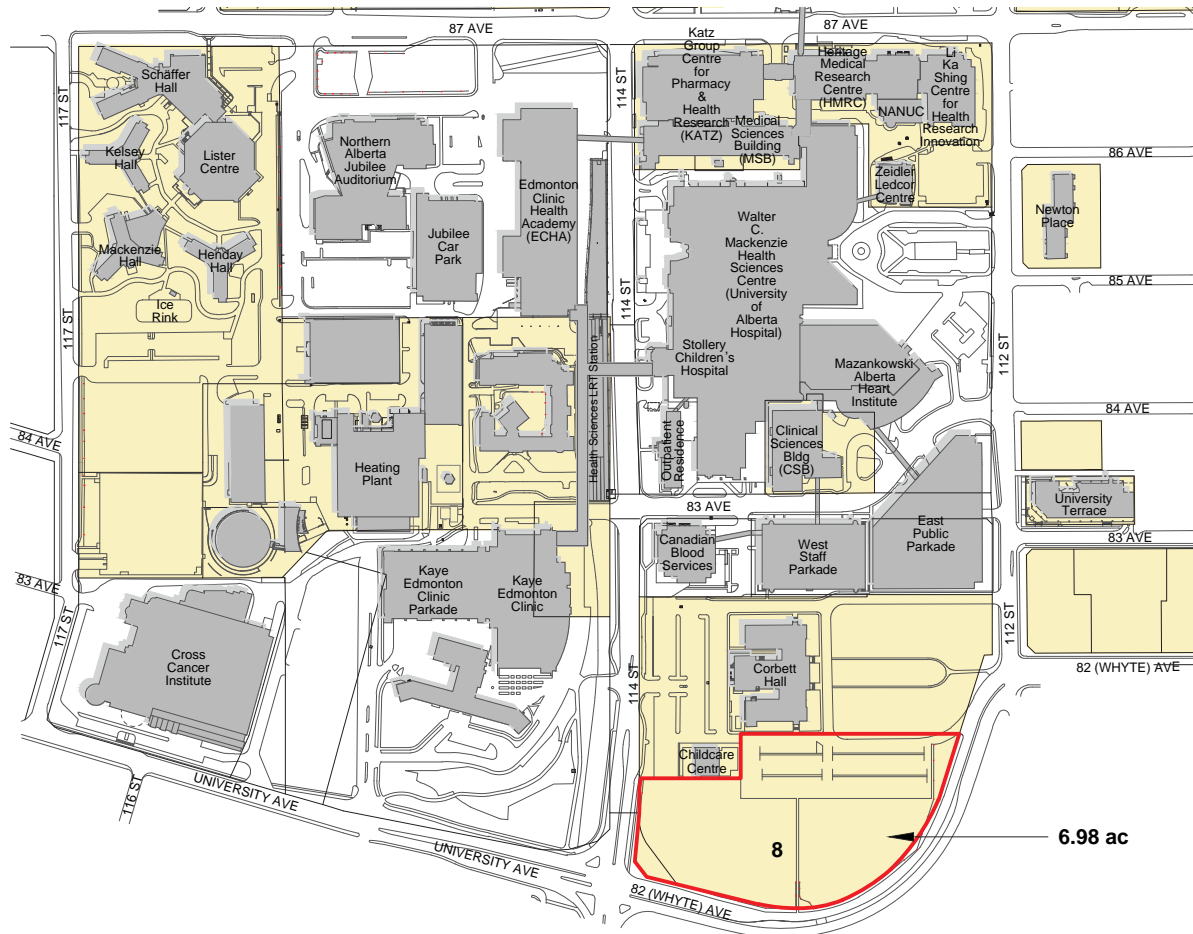




**7. Plan I23A, Block 159, Lots 18 to 22 (0.56 ac / 0.23 ha) (All or portions of 0.56 acres, location outlined in red)**



**8. Plan 9222506, Block B, Lot 2A (15.47 ac / 6.26 ha) (Portions of 15.47 acres, approximate location outlined in red)**





**RESOLUTION OF The Governors of The University of Alberta**  
**("Board of Governors")**

**IT IS HEREBY RESOLVED:**

THAT, subject to the prior approval of the Lieutenant Governor in Council, under section 67 of the Post-secondary Learning Act, the Board of Governors authorizes and approves the sale and/or lease to University of Alberta Properties Trust Inc. of:

- all or portions of:
  1. Plan 4971AJ, Block A (114..55 acres) – South Campus, West 240
  2. Plan 4971AJ, Block B (30.80 acres) – South Campus, West 240
  3. Plan 4971AJ, Block C (4.75 acres) – South Campus, West 240
  4. Plan 3347EO, Parcel A (81.2 acres) – South Campus, West 240
  5. Plan 9624107, Lot 3 (7.63 acres) – Michener Park
  6. Plan 9624107, Lot 1 (up to 24.34 acres) – Michener Park
  7. Plan I23A, Block 159, Lots 18 to 22 (.56 acres) – North Campus, Lot 84
  8. Plan 9222506, Block B, Lot 2A (15.47 acres) – North Campus, Corbett Hall
  
- and authorizes the President and Vice President (Facilities and Operations) to negotiate and enter into sale agreements or lease agreements up to 99 years, with the University of Alberta Properties Trust Inc., subject to the terms and conditions returning to the Board Finance and Property Committee for approval and to the Board of Governors for final review.

I hereby certify that this resolution has full force and effect on the \_\_\_\_\_ day of  
\_\_\_\_\_ 2015.

\_\_\_\_\_

Chair, The Governors of The University of Alberta.