**Student Services Committee Report**
2013/2014

Adam Fearnall, USC President
Report of the Chair
Tuesday, March 12, 2013

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**Introduction:**
The Student Services Committee met on a monthly basis this year and was able to begin our work over the summer. The committee received presentations from the units that the student members identified as being of high priority. The committee's central focus was to identify its role in determining the strategic direction and priorities of each unit. The committee chose to allow past increases in the areas of mental health and International student support to settle but was pleased to work with Western administration to provide funding for Artificial Turf Fields and for a service increase in the Off Campus Housing and Housing Mediation Service.

**Recommendation:**

**The Student Services Committee recommends that the attached fee schedule be approved for 2013 – 2014.** It represents a 3.1% increase from the overall fee in 2012 – 2013.

**Report:**
The committee met with selected units to ask questions about current service levels and related spending. A key element of each presentation was to ask each unit to provide responses to a series of questions about student fee usage that can be found in appendix I. The committee approved a fee increase for each unit as per inflation at 2.0%. The committee negotiated an increase to the Campus Recreation fee ($2.21) and the Intercollegiate Athletics fee ($2.43) to provide a student commitment to the creation of two artificial turf fields. The committee also agreed to an increase ($0.31) to the Off Campus Housing & Housing Mediation service to account for the hiring of two additional Off-Campus Advisors and a student position that will help International students to find appropriate housing.

The committee also had three key discussions during the year.

**1/ Capital Projects and the Student Services Committee**
The artificial turf fields project raised a significant question about the committee's role in capital projects. The committee expressed the desire to develop a process by which capital projects could be considered at the SSC table. The SSC did not have precedent to guide it when asked for a fee to support capital improvements to University property. As such, the committee would like to underscore that this year's decision does not indicate a precedent that such projects will be supported through the student fee protocol in the future. The development of a strong framework around the use of the SSC for capital projects will be necessary for funding of future projects. The committee has resolved to have further discussion around the difference between operating and capital requests.

**2/ Referendum Planning**
The committee has a desire to engage with University stakeholders to develop a referendum planning process to maximize opportunities to support key strategic priorities for students and the University. The committee believes that a referendum planning process will allow all stakeholders to work together to find the necessary funding to support the priorities that exist on our campus. An established collaborative planning process would allow for all parties to believe in proposed projects and for the necessary research and business planning to be done.

**3/ Service Level and Program Review**
The committee discussed the need to consider the way that it evaluates the service level expectations of students. The committee had significant discussion about the need for metrics to evaluate student

investments in student services. At the moment, the committee evaluates units on an ad-hoc basis and without a clear process. Committee members indicated a desire to build a consistent review function so that it could obtain a clearer picture of the return on student investment in support services. A consistent program review process would allow the committee to more effectively target increases towards areas of student need.

**Future Considerations:**
As government funding sources become more unreliable it is reasonable to assume that the Student Services Committee will experience an increased call upon its 'tax room' in future years. As a result it is important that the committee carefully examine its processes to determine if there are areas that require the proactive development of policy and procedure. The committee must also closely examine its interface with the public. Student constituents expect the Student Services Committee to interact with them as a tax payer and not as a consumer purchasing a product. They demand a high level of accountability for student fee spending and expect an open, transparent and comprehensible process for determining how these fees are spent. The committee will need to look at ways to develop its constituent interface to proactively provide students with the information that they desire.

# *Western University*

## *Report to the Student Services Committee*
## *Student Activity Fee Recommendations*
## *(2013-14)*

# ***Western University***
# ***Student Activity Fee Recommendations***
# **Fiscal 2013/14**

This submission presents the recommended 2013/14 activity fee adjustments to the Student Services Committee (SSC) for consideration and approval.

*Inflation Mechanism:*
In 2004 The Student Services Committee implemented a fee adjustment mechanism designed to avoid the erosion of service levels caused by the negative financial impact of progressive inflation. The mechanism provides for an overall adjustment to ancillary fees equal to the greater of 2% or the rate of Canadian CPI for the preceding calendar year. Each year the 'adjustment pool' is allocated to the units based on the needs and priorities identified in the individual planning submissions. The total adjustment pool available for allocation in fiscal 2012/13 is the 2% minimum.

*Fiscal 2013/14 Activity Fee Recommendations:*
To help offset higher program operating costs and maintain current service levels, the University is recommending a uniform base increase of 2% for all units. Complete details of the recommended activity fee rate changes are presented on the student activity fee rate table found on page 3.

*Supplementary Approved Increases:*
On December 12, 2012 the Student Services Committee approved a special $0.31 fee increase for the Off Campus Housing and Housing Mediation Service to fund two additional Off-Campus Advisors and a student position that will help international students locate appropriate housing. The Student Services Committee also approved a $2.21 fee increase for Campus Recreation and a $2.43 fee increase for Intercollegiate Athletics to support the construction of two new artificial turf fields on campus.

## *Western University*
## *Proposed Fiscal 2013-14 Full- Time Student Activity Fee Rates*

| | 2- Term Full-Time Undergraduate Students | | | | | | 3-Term Full-Time Graduate/MBA Students | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | Fiscal 2012/13 Rates | Inflation Pool Increase | | SSC Approved Special Fee Increases | Total Proposed Fee Increases | Proposed Fiscal 2013/14 Rates | Fiscal 2012/13 Rates | Inflation Pool Increase | | SSC Approved Special Fee Increases | Total Proposed Fee Increases | Proposed Fiscal 2013/14 Rates |
| | $ | $ | % | $ | $ | $ | $ | $ | % | $ | $ | $ |
| Campus Recreation | 89.53 | 1.79 | 2.0% | 2.21 | 4.00 | 93.53 | 115.09 | 1.79 | 1.6% | 2.21 | 4.00 | 119.09 |
| Financial Aid | 35.01 | 0.70 | 2.0% | | 0.70 | 35.71 | 35.01 | 0.70 | 2.0% | | 0.70 | 35.71 |
| Indigenous Services | 7.50 | 0.15 | 2.0% | | 0.15 | 7.65 | 7.50 | 0.15 | 2.0% | | 0.15 | 7.65 |
| Intercollegiate Athletics | 78.56 | 1.57 | 2.0% | 2.43 | 4.00 | 82.56 | 78.56 | 1.57 | 2.0% | 2.43 | 4.00 | 82.56 |
| International Students Services | 12.83 | 0.26 | 2.0% | | 0.26 | 13.09 | 12.83 | 0.26 | 2.0% | | 0.26 | 13.09 |
| Off Campus Housing & Housing Mediation | 7.84 | 0.16 | 2.0% | 0.31 | 0.47 | 8.31 | 7.84 | 0.16 | 2.0% | 0.31 | 0.47 | 8.31 |
| Services for Students With Disabilities | 12.12 | 0.24 | 2.0% | | 0.24 | 12.36 | 12.12 | 0.24 | 2.0% | | 0.24 | 12.36 |
| Student Development Centre | 67.79 | 1.36 | 2.0% | | 1.36 | 69.15 | 67.79 | 1.36 | 2.0% | | 1.36 | 69.15 |
| Student Success Centre | | | | | | | | | | | | |
| Careers Component | 26.17 | 0.52 | 2.0% | | 0.52 | 26.69 | 26.17 | 0.52 | 2.0% | | 0.52 | 26.69 |
| Undergraduate Student Component | 15.56 | 0.31 | 2.0% | | 0.31 | 15.87 | - | - | 2.0% | | - | - |
| Total Student Success Centre | 41.73 | 0.83 | 2.0% | | 0.83 | 42.56 | 26.17 | 0.52 | 2.0% | | 0.52 | 26.69 |
| Student Health Services | 43.80 | 0.88 | 2.0% | | 0.88 | 44.68 | 43.80 | 0.88 | 2.0% | | 0.88 | 44.68 |
| Western Foot Patrol | 4.30 | 0.09 | 2.0% | | 0.09 | 4.39 | 4.30 | 0.09 | 2.0% | | 0.09 | 4.39 |
| Thompson Recreation & Athletic Centre | 17.74 | 0.35 | 2.0% | | 0.35 | 18.09 | 17.74 | 0.35 | 2.0% | | 0.35 | 18.09 |
| ***Total UWO Student Activity Fees*** | ***418.75*** | ***8.38*** | **2.0%** | ***4.95*** | ***13.33*** | ***432.08*** | ***428.75*** | ***8.07*** | **1.9%** | ***4.95*** | **13.02** | ***441.77*** |