

## FEES COMMITTEE MEETING MINUTES

September 18, 2023 3:00pm – 4:00pm

Zoom Meeting

### **Participants:**

Kimberly Read, University Registrar (Chair)

John McNiell, Administrative Manager (Representing the Provost)

Lukas Dauksas, NUGSS President

Ronald Camp II, Dean, Business & Economics

Kriston Rennie, Dean, Indigenous Studies, SSH

Trevor Fuson, Chief Information Officer

Christie Ray, Acting Director of Business Services

Rahim Somani, VP, Finance & Administration

Kiran Kullar, Director Finance (Non-Voting)

Joe Bowers, Controller Finance (Non-Voting)

**Recording Secretary:** Adrienne Tallman – Committee Support (minutes)

### **Regrets:**

Akil Arasan Vinayagam, NBCGSS representative

Trina Fyfe, University Librarian

### **Non-committee Participants:**

Peter Jackson, Professor, ENSC

Carla Ceaser, MBA Program Director

Mauricio Dzedzic, Chair, Engineering

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### 1. Additions to/Approval of Agenda

**APPROVED**

### 2. Business Arising

2.1 Approval of Minutes from February 2, 2023 Meeting

**APPROVED**

### 3. New

### 4. Revision

4.1 ENSC 111 – Field Trips

- Field trips fee increases are limited by the BC Tuition Limit Policy that only allows the fees to be increased by 2% increase. This exceeds the 2% cap;
- FC accepted an amendment to adjust the fee 2%, or \$21.65;
- The Registrar will investigate appeal to the government to address the 2% cap as the 2% does not cover costs impacted by inflation; and follow up with the BCRA.
- **PASSED** with amended fee of \$21.65

#### 4.2 GEOG 111 – Field Trips

- **PASSED** with amended fee of \$21.65 (see notes for ENSC 111)

#### 4.3 Master of Engineering in Integrated Wood Design – Tuition (semester)

- Proposal is to change from a program-based tuition to course-based tuition; and increase International tuition by 25% and decrease Domestic tuition by 25%;
- Suggestion to not decrease domestic tuition knowing it would then be capped by the 2% tuition limit mandate; but instead consider domestic scholarship;
- Registrar to check on what approvals are required by the Ministry;
- This will need to go to the Board for approval (technically the Board approves all fees passed at FC via delegation to the president);
- **PASSED** with amendment: total domestic tuition will not be changed through this proposal, possibly to be increased by 2% should domestic graduate tuition be increased by 2% by the Board; but domestic tuition will move to course-based (\$16,564.80 for total program with 33 credit hours; to \$501.96 per credit hour) and international tuition will be multiplied by 1.4 upon the Board approval and change to course-based (\$16,564.80 X 1.4 = \$23,190.72 for 33 credit hours; to \$702.75 per credit hour).

#### 4.4 MBA Deposit

- Discussion arose around why the April 1 date was chosen; this is in line with other institutions offering MBA programming, and it encourages students to advise on whether or not they will attend the program earlier (April 1 instead of July 25) so that the department can then offer to waitlisted students and international students will have enough time to obtain study permits;
- Ms. Ceaser indicated that there will be consideration made for students who need to cancel after April 1 for exceptional reasons and these will be considered on a case-by-case basis;
- Suggestion that program consider different dates for International and Domestic students in the future.
- **PASSED**

### 5. Deletion

### 6. Other Business

#### 6.1 Review of Terms of Reference and Fees Committee Membership

- Adjusted position titles in membership (Director of Finance: Controller Finance)
- John McNeil as Provost's representative until Senior Budget Officer is filled

### 7. Adjournment

3:52pm