

## **FEES COMMITTEE MEETING MINUTES**

**November 23, 2023 3:00pm – 4:00pm**

**Zoom Meeting**

***Participants:***

Kimberly Read, University Registrar (Chair)

John McNeill, Administrative Manager (Representing the Provost)

Lukas Dauksas, NUGSS President

Trina Fyfe, University Librarian

Kriston Rennie, Dean, Indigenous Studies, SSH

Trevor Fuson, Chief Information Officer

Christie Ray, 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

Ronald Camp II, Dean, Business & Economics

***Non-committee Participants:***

Kafui Monu, Chair, School of Business

Tara Clapp, Chair, Planning & Sustainability

Laura Pyke, Operations Coordinator

Zarrah Holvick, Manager, Projects & Digital Transformation

Carla Caesar, Director, MBA Program

Rachelle Munchinsky, Manager, Student Experience & Planning

Fiona Mo, Manager, Residence & Restoration Relations

Wendy Rodgers, Vice President Academic & Provost

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**1. Additions to/Approval of Agenda**

**2. Business Arising**

- 2.1 Approval of Minutes from September 18, 2023 Meeting – Will table this for the next meeting.

**3. New**

- 3.1 Graduate Certificate in Change Leadership – Program Fee
- New program that could eventually become a pathway in the future.
  - Fee is per course according to MBA tuition with increase included
- PASSES**
- 3.2 COMM 738 – Tuition Fee
- Fee calculated from Domestic numbers but open to International students
  - If we tie the cost of the course to that of the MBA per course tuition then that would be best. Could state that these fees are applicable in the MBA and will also be applicable for students taking these three courses that become a certificate program. Then separate approval for domestic and international will not be needed.
- PASSES with amendments noted above.**
- 3.3 ENPL 304 – Studio Supplies
- This fee has not gone to the ministry yet – Kimberly will bring up with the ministry next week
  - Tara will connect with Kimberly to go over in more detail to make sure this fee fits appropriately.
- ACTION: Will table this proposal for the next fees committee**
- 3.4 Residence Bedding Package Fee
- Not a mandatory fee.
- PASSES**

#### 4. Revision

- 4.1 MLPL Meal Plan – 5 Day
- PASSES**
- 4.2 MLPL Meal Plan – 7 Day
- PASSES**
- 4.3 ID Card Fee
- PASSES**
- 4.4 RZ14 – Housing Rent 4 Bdrm – Residence Rent
- PASSES**
- 4.5 RZ12 – Housing rent 2 Bdrm – Residence Rent
- PASSES**
- 4.6 PARR – Residence Parking
- PASSES**
- 4.7 RCHG – Suite Change Fee
- This fee is charged only if student is electing themselves to move rooms.
- PASSES**
- 4.8 RESL – Residence Life Fee
- PASSES**
- 4.9 RNIF – Residence Infrastructure Fee – WiFi
- PASSES**
- 4.10 RAPP – Residence Application Fee
- PASSES**
- 4.11 MBA Program – Tuition
- Kimberly is entering into discussions with the ministry next week about moving from program to course based and what that process looks like.

- Wendy and Carla will connect on discussing fee increases within the MBA program.

**ACTION:** *Table this item until we know more from the ministry*

4.12 Orientation Fee

**PASSES**

5. **Deletion**

5.1 Time Extension Fee

**ACTION:** *Table this fee for the next fees committee in February.*

6. **Other Business**

7. **Adjournment**

**PASSES**