



The following Motions and Documents were considered by the Board Finance and Property Committee during the Open Session of its April 18, 2017 meeting:

---

Agenda Title: **Collection of GSA Membership, GSA Health and Dental Plan, and Graduate Student Assistance Program Fees**

APPROVED MOTION: THAT the Board Finance and Property Committee recommend that the Board of Governors approve the collection of the following Graduate Students' Association (GSA) Fees for the 2017-2018 academic year:

- GSA Membership Fee for full-time students (\$163.07) + GSA Dedicated Fees (\$3.00) -- \$166.07/annum
- GSA Membership Fee for part-time students (\$122.30) + GSA Dedicated Fees (\$3.00) -- \$125.30/annum
- GSA Health Plan Fee for full-time students --- \$285.61/annum
- GSA Dental Plan Fee for full-time students --- \$214.75/annum
- Graduate Student Assistance Program --- \$12.00/annum

Final Recommended Item: 6.

---

Agenda Title: **Collection of University of Alberta Students' Union 2017/2018 Operating / Referendum Fees**

APPROVED MOTION: THAT the Board Finance and Property Committee recommend that the Board of Governors approve the collection of the University of Alberta Students' Union Fee Schedule 1 for 2017/2018, as set forth in Attachment I of the agenda documentation, to take effect September 1, 2017.

Final Recommended Item: 7.

---

Agenda Title: **Parking and Traffic Management Policy Updates**

APPROVED MOTION: THAT the Board Finance and Property Committee recommend that the Board of Governors approve the proposed revisions to the Parking and Traffic Management Policy as set forth in Attachment 3, to take effect upon final approval.

Final Recommended Item: 8.

---

Agenda Title: **Natural Resources Engineering Facility (NREF) Renewal and Renovation - Capital Expenditure Authorization Request (CEAR)**

APPROVED MOTION: THAT the Board Finance and Property Committee recommend that the Board of Governors approve the Capital Expenditure Authorization Request (CEAR) of \$22 million in Canadian funds for the renewal and renovation of the Natural Resources Engineering Facility (NREF).

Final Recommended Item: 9.

---

Agenda Title: **Maple House Residence Modernization and Renewal - Capital Expenditure Authorization Request (CEAR)**

APPROVED MOTION: THAT the Board Finance and Property Committee, acting with delegated authority of the Board of Governors, approve the Capital Expenditure Authorization Request (CEAR) of \$2.6 million in Canadian funds for the total project cost for renewal of the Maple House residence.

Final Item: 10.

---

Agenda Title: **Edmonton Clinic Health Academy (ECHA): Supplemental Capital Expenditure Authorization Request (CEAR)**

APPROVED MOTION: THAT the Board Finance and Property Committee, acting with delegated authority of the Board of Governors, approve the supplemental Capital Expenditure Authorization Request (CEAR) of \$4.73 million in Canadian funds to be allocated to ongoing grant obligations related to backfill initiatives within the health sciences precinct (decants, renovations, renewal programs) linked to Post-Secondary Strategic Investment Fund (SIF) projects.

Final Item: 11.

---

**OUTLINE OF ISSUE**  
**Action Item**

Agenda Title: **Collection of GSA Membership, GSA Health and Dental Plan, and Graduate Student Assistance Program Fees**

**Motion:** THAT the Board Finance and Property Committee recommend that the Board of Governors approve the collection of the following Graduate Students' Association (GSA) Fees for the 2017-2018 academic year:

- GSA Membership Fee for full-time students (\$163.07) + GSA Dedicated Fees (\$3.00) -- \$166.07/annum
- GSA Membership Fee for part-time students (\$122.30) + GSA Dedicated Fees (\$3.00) -- \$125.30/annum
- GSA Health Plan Fee for full-time students --- \$285.61/annum
- GSA Dental Plan Fee for full-time students --- \$214.75/annum
- Graduate Student Assistance Program --- \$12.00/annum

**Item**

Action Requested	<input type="checkbox"/> Approval <input checked="" type="checkbox"/> Recommendation
Proposed by	Graduate Students' Association
Presenter	Sarah Ficko, President, Graduate Students' Association

**Details**

Responsibility	Graduate Students' Association
The Purpose of the Proposal is (please be specific)	To recommend approval of the collection of Graduate Students' Association Fees for the 2017-2018 academic year.
The Impact of the Proposal is	Adjusted charge per graduate student for the GSA Membership Fee and GSA Health and Dental Plan fee.
Replaces/Revises (eg, policies, resolutions)	2016-2017 Approval of Collection of Graduate Students' Association Membership, GSA Health and Dental Plan, and Graduate Student Assistance Program Fees.
Timeline/Implementation Date	September 1, 2017
Estimated Cost and funding source	Fees assessed to graduate students
Next Steps (ie.: Communications Plan, Implementation plans)	Pending final approval from the Board of Governors, fees will be assessed to graduate students beginning in September 2017.
Supplementary Notes and context	<p>The GSA Dedicated Fees include a collection from full- and part-time students of \$1/term for CJSR, and a collection from full- and part-time students of \$0.50/term for the Alberta Graduate Provincial Advocacy Council.</p> <p>The GSA Membership Fees have been increased by Alberta Consumer Price Index (CPI) (1.5%) per annum for both full-time and part-time graduate students, as set out in GSA Bylaw. The fee increase was approved by GSA Council on 27 February 2017.</p> <p>There is a 1.5% increase in the GSA Health and Dental Plan Fee. GSA Council approved the GSA Health and Dental Plan Fee for 2017-2018 at its meeting of 20 March 2017.</p> <p>There is no change in the Graduate Student Assistance Program Fee.</p>

**Engagement and Routing** (Include meeting dates)

<p>Participation: (parties who have seen the proposal and in what capacity)</p> <p>&lt;For further information see the link posted on the <a href="#">Governance Toolkit section Student Participation Protocol</a>&gt;</p>	<p><b><u>Those who have been informed:</u></b></p> <ul style="list-style-type: none"> <li>Graduate students via publicly available GSA Council material</li> </ul>
	<p><b><u>Those who have been consulted:</u></b></p> <ul style="list-style-type: none"> <li>GSA Budget and Finance Committee</li> <li>GSA Board</li> <li>GSA Council</li> </ul>
	<p><b><u>Those who are actively participating:</u></b></p> <ul style="list-style-type: none"> <li>GSA Budget and Finance Committee</li> <li>GSA Board</li> <li>GSA Council</li> </ul>
<p>Approval Route (Governance) (including meeting dates)</p>	<p>GSA Budget and Finance Committee (GSA Membership and Graduate Student Assistance Program fees, January 25, 2017) – Recommends to GSA Council</p> <p>GSA Board (GSA Membership and Graduate Student Assistance Program fees, February 8, 2017) – Recommends to GSA Council</p> <p>GSA Council (GSA Membership and Graduate Student Assistance Program fees, February 27, 2017) – Approves</p> <p>GSA Board (GSA Health and Dental Plan Fee, March 8, 2017) – Recommends to GSA Council</p> <p>GSA Council (GSA Health and Dental Plan Fee, March 20, 2017) – Approves</p> <p>Board Finance and Property Committee – April 18, 2017 (to recommend approval of collection of GSA Fees to the Board of Governors)</p> <p>Board of Governors – May 12, 2017 (for approval of collection of GSA Fees)</p>
<p>Final Approver</p>	<p>Board of Governors</p>

**Alignment/Compliance**

<p>Alignment with Guiding Documents</p>	<p><i>Post-Secondary Learning Act</i>, GSA Bylaw, GSA Policy, GSA Board Strategic Work Plan 2016-2017</p>
<p>Compliance with Legislation, Policy and/or Procedure Relevant to the Proposal (please <u>quote</u> legislation and include identifying section numbers)</p>	<ol style="list-style-type: none"> <li><b><i>Post-Secondary Learning Act (PSLA)</i></b> Section 95(2) “The council of a student organization may make bylaws governing             <ol style="list-style-type: none"> <li>in the case of a graduate students association, the maintenance of the association by the levy of membership fees on its members.”</li> </ol> </li> <li><b><i>PSLA</i></b> Section 95(1) “The business and affairs of a student organization of a public post-secondary institution must be managed by a council [...].”</li> <li><b><i>PSLA</i></b> Section 96(1) “The graduate students association of a university has the exclusive authority, on behalf of the graduate students, to negotiate and enter into an agreement with respect to the employment of graduate students with the board of the university.”</li> </ol>

Item No. 6

	<p>4. <b>PSLA</b> Section 62 “A board may delegate in writing to any person any power, duty or function conferred or imposed on it by this Act, except the power to make bylaws.”</p> <p>5. <b>GSA Bylaw</b> Section B.BYL.2.2 “Membership fees shall be indexed annually to inflation as measured by the Alberta Consumer Price Index.”</p> <p>6. <b>Board Finance and Property Committee (BFPC) Terms of Reference</b> Section 3.d “review and recommend to the Board tuition and other like fees.”</p> <p>7. <b>BFPC Terms of Reference</b> Section 4: “<b>LIMITATIONS ON DELEGATION BY THE BOARD</b> 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: (e) approve tuition and other like fees;”</p>
--	---

Attachment:

1. Letter to Mr. Michael Phair from Sarah Ficko, President, Graduate Students' Association, dated April 3, 2017 (1 page)

Prepared by: Sarah Ficko, President, Graduate Students' Association, [gsa.president@ualberta.ca](mailto:gsa.president@ualberta.ca), (780) 492-2175

Revised: 4/11/2017

Mr. Michael Phair  
Chair, Board of Governors  
3-04 South Academic Building  
University of Alberta, Edmonton, AB, T6G 2G7

3 April 2017

**Re: GSA Fees 2017-2018**

Dear Mr. Phair,

This letter is to inform you of the GSA Fees for 2017-2018, as recommended by the GSA Budget and Finance Committee and the GSA Board for ultimate approval by GSA Council.

The GSA asks that the Board of Governors **approve the collection of the fees noted below**, as approved by GSA Council:

- 1) GSA Base Membership Fee for full-time students: \$163.07 + GSA Dedicated Fees\* of \$3.00 = **\$166.07 (per year) or**  
GSA Base Membership Fee for part-time students: \$122.30 + GSA Dedicated Fees\* of \$3.00 = **\$125.30 (per year)**  
[1.5% CPI increase in the GSA Base Membership Fee from 2016-2017; no change in the Dedicated Fees from 2016-2017]

\*The GSA Dedicated Fees include a collection from full- and part-time students of \$1/term for CJSR, and a collection from full- and part-time students of \$0.50/term for the Alberta Graduate Provincial Advocacy Council.

GSA Membership Fees should be assessed in equal installments in the fall and winter terms.

- 2) Total GSA Health and Dental Plan Fee: **\$500.36 per annum** (1.5% increase from 2016-2017) with health and dental fees listed below.

GSA Health Plan Fee for full-time students: **\$285.61 (charged in full in the fall term and, for graduate students beginning their academic programs in the winter term, charged at a pro-rated rate in January).**

GSA Dental Plan Fee for full-time students: **\$214.75 (charged in full in the fall term and, for graduate students beginning their academic programs in the winter term, charged at a pro-rated rate in January).**

- 3) Graduate Student Assistance Program: **\$12.00 per annum (\$4.00 in the fall term, \$8.00 in the winter term).**

The Health and Dental Plan Fee is assessed in the fall and winter terms, and the Graduate Student Assistance Program Fee is assessed at \$4.00 in the fall term and \$8.00 in the winter term.

Should you have any questions or concerns about this fee structure, please feel free to contact me at [gsa.president@ualberta.ca](mailto:gsa.president@ualberta.ca) or (780) 492-2175.

Sincerely,



Sarah Ficko, GSA President 2016-2017

cc: Steven Dew, Provost and Vice-President (Academic)  
Tom Hidson, Assistant Registrar  
Juli Zinken, Board Secretary and Manager, Board Services



**OUTLINE OF ISSUE**  
**Action Item**

Agenda Title: **Collection of University of Alberta Students' Union 2017/2018 Operating / Referendum Fees**

**Motion:** THAT the Board Finance and Property Committee recommend that the Board of Governors approve the collection of the University of Alberta Students' Union Fee Schedule 1 for 2017/2018, as set forth in Attachment I of the agenda documentation, to take effect September 1, 2017.

**Item**

Action Requested	<input type="checkbox"/> Approval <input checked="" type="checkbox"/> Recommendation
Proposed by	University of Alberta Students' Union
Presenter	Fahim Rahman, Students' Union President

**Details**

Responsibility	University of Alberta Students' Union
The Purpose of the Proposal is (please be specific)	<p>To recommend an increase to all Students' Union Operating/Referendum fees by CPI (1.12%), with the exception of the Access Fund (which is indexed on an average cost for budgeted administrative costs for the following fiscal year and the average of the total monies dispersed and net transfers to the fund over the previous three (3) fiscal years, pro-rated on a per-student basis), the SU membership Fee and the Health and Dental Plan Fee.</p> <p>To instate a new referendum/dedicated fee on behalf of the Campus Food Bank.</p> <p>To instate two separate Residence Associations fees.</p>
The Impact of the Proposal is	<p>Increase all Students' Union Operating/Referendum fees by CPI (1.12%), with the exception of the Access Fund, which is indexed on an average cost index, and the Health and Dental Plan Fee.</p> <p>In addition to the CPI increase to the SU Membership Fee, the SU Membership Fees will increase an additional \$3.25/term (from \$42.73 to \$46.46) for all Full-time and (from \$22.37 to \$25.87) for all Part-time Students. An additional \$1.63 (from \$26.66 to \$28.59) shall apply to all Intersession Students SU Membership Fee.</p> <p>A new referendum/dedicated fee shall be collected on behalf of the Campus Food Bank. All Full, Part-time, and Off-Campus students shall be assessed \$1.00/term. The fee will not apply to Augustana students. Students will have the option to opt-out of the fee.</p> <p>The Access Fund fee will increase to \$14.56/term (from \$14.34/term) for Full and Part-time students, and increase to \$7.28 (from \$7.17/term) for Intersession students.</p> <p>The Health &amp; Dental Plan fees will be assessed as follows: For Fall enrollment, the Health Plan will be assessed at \$136.50/annum (from \$129.80/annum) and the Dental Plan Fee at \$147.20/annum (from \$128.15/annum). For Winter enrollment, the Health Plan will be assessed at</p>



Item No. 7

	<p>\$91.00/annum (from \$86.53/annum) and the Dental Plan Fee at \$98.13/annum (from \$85.43/annum).</p> <p>Two separate fees for two Residence Associations shall be instated and classified as a referendum fee:</p> <p>The Newton Place Residence Association Membership Fee shall be assessed at \$40.00/year for Full-time and Part-time students living in Newton Place residences.</p> <p>The Lister Hall Residence Association Membership Fee shall be assessed at \$75.00/year for Full-time and Part-time students living in Lister Hall residences.</p>
Replaces/Revises (eg, policies, resolutions)	University of Alberta Students' Union 2016/2017 Operating/Referendum Fees
Timeline/Implementation Date	September 1, 2017
Estimated Cost and funding sources	None
Next Steps (ie.: Communications Plan, Implementation plans)	Upon approval by the Board of Governors, the Students' Union will advise the Registrar's Office of the new and updated fees.
Supplementary Notes and context	<p>Background: All fees are indexed to CPI with the exception of the Access Fund and Residence Association Fees. The Students' Union Fees are comprised of two classifications; the SU Operating Fee, and the SU Referendum Fees. Faculty and Residence Association Fees are included in the Referendum Fees on a term basis and the Health and Dental Plan Fee is included in the Referendum Fee on an annual basis.</p> <p>There are no other changes to the fee structure or the administration of Students' Union Fees.</p>

**Engagement and Routing** (Include meeting dates)

Participation: (parties who has seen the proposal and in what capacity)	<u><i>Those who have been informed:</i></u>
	<ul style="list-style-type: none"> <li>Students' Council, April 11, 2017 (for approval)</li> </ul>
	<u><i>Those who have been consulted:</i></u>
	<ul style="list-style-type: none"> <li>Finance Committee, April 3, 2017 (for approval)</li> </ul>
	<u><i>Those who are actively participating:</i></u>
	<ul style="list-style-type: none"> <li>Executive Committee, March 31, 2017 (for approval)</li> </ul>
Approval Route (Governance) (including meeting dates)	Board Finance and Property Committee, April 18, 2017 (for recommendation) Board of Governors, May 12, 2017 (for approval)
Final Approver	Board of Governors

**Alignment/Compliance**

Alignment with Guiding Documents	<ul style="list-style-type: none"> <li>Students' Union Strategic Plan</li> <li>Students' Union Bylaw 3000, 6000, and 8200</li> <li>Students' Union Budget Principles 2017/2018</li> </ul>
Compliance with Legislation, Policy and/or Procedure Relevant to the Proposal (please quote legislation and	1. <b>Post-Secondary Learning Act (PSLA)</b> (Section 95(2)): "The council of a student organization may make bylaws governing (e) in the case of a students' association, the maintenance of the association by the levy membership fees on its members;"





<p>include identifying section numbers)</p>	<p>2. <b>PSLA</b> Section 60(1)(b): “ The board of a public post-secondary institution shall ... (b) develop, manage and operate, alone or in co-operation with any person or organization, programs, services and facilities for the educational or cultural advancement of the people of Alberta,”</p> <p>3. <b>PSLA</b> Section 62: “<b>Delegation of powers</b> “A board may delegate in writing to any person any power, duty or function conferred or imposed on it by this Act, except the power to make bylaws.”</p> <p>4. <b>Board Finance and Property Committee (BFPC) Terms of Reference</b> Section 3.d: “d) review and recommend to the Board tuition and other like fees.”</p> <p>5. <b>BFPC Terms of Reference</b> Section 4: “<b>LIMITATIONS ON DELEGATION BY THE BOARD</b> 4. 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: 4. (e) approve tuition and other like fees;”</p>
---	---

Attachments:

1. University of Alberta Students’ Union Fee 2017-18 (for approval) (1 page)
2. University of Alberta Students’ Union Assessment of Undergraduate Student Union Referendum/ Dedicated Fees – Allocation 2017-18 (for information) (2 pages)

*Prepared by:* Peter Ta <peter.ta@su.ualberta.ca>  
Controller and Senior Manager of Business Performance  
University of Alberta Students’ Union

Undergraduate students are assessed fees from both Schedule 1, 2, 3 and 4:									
<b>Schedule 1:</b>					<b>Schedule 2:</b>				
<b>Students' Union Undergraduate Fees - TERM</b>					<b>Students' Union Undergraduate Fees - ANNUAL/TERM</b>				
Effective: September 1, 2017					Effective: September 1, 2017				
<b>Undergraduate Student Fee Types</b>									
	<b>1. Basic Fee</b>	<b>2. Engineering</b>	<b>3. Augustana</b>	<b>4. Business</b>	<b>5. Science</b>		<b>6. Nursing</b>	<b>7. Law</b>	
<b>Fall or Winter Term Full Time Fees:</b>						<b>Fall Term Full Time Fees:</b>			
Students' Union Fee	\$46.46	\$46.46	\$46.46	\$46.46	\$46.46	Students' Union Fee	\$46.46	\$46.46	
Referendum Fees	\$45.53	\$52.53	\$0.05	\$55.53	\$50.53	Referendum Fees	\$58.03	\$95.53	
<b>Total Fall or Winter Term Full Time Fees</b>	<b>\$91.99</b>	<b>\$98.99</b>	<b>\$126.51</b>	<b>\$101.99</b>	<b>\$96.99</b>	<b>Total Fall or Winter Term Full Time Fees</b>	<b>\$104.49</b>	<b>\$141.99</b>	
<b>Fall or Winter Term Part Time Fees:</b>						<b>Winter Term Full Time Fees:</b>			
Students' Union Fee	\$25.87	\$25.87	\$25.87	\$25.87	\$25.87	Students' Union Fee	\$46.46	\$46.46	
Referendum Fees	\$42.36	\$49.36	\$80.05	\$52.36	\$47.36	Referendum Fees	\$45.53	\$45.53	
<b>Total Fall or Winter Term Part Time Fees</b>	<b>\$68.23</b>	<b>\$75.23</b>	<b>\$105.92</b>	<b>\$78.23</b>	<b>\$73.23</b>	<b>Total Fall or Winter Term Full Time Fees</b>	<b>\$91.99</b>	<b>\$91.99</b>	
<b>Fall or Winter Term Off Campus Student Fees:</b>						<b>Fall Term Part Time Fees:</b>			
Students' Union Fee	\$25.87	\$25.87		\$25.87	\$25.87	Students' Union Fee	\$25.87	\$25.87	
Referendum Fees	\$42.36	\$42.36		\$42.36	\$42.36	Referendum Fees	\$50.86	\$42.36	
<b>Total Fall or Winter Term Off Campus Fees</b>	<b>\$68.23</b>	<b>\$68.23</b>		<b>\$68.23</b>	<b>\$68.23</b>	<b>Total Fall or Winter Term Part Time Fees</b>	<b>\$76.73</b>	<b>\$68.23</b>	
<b>Spring or Summer Term Fees:</b>						<b>Winter Term Part Time Fees:</b>			
Students' Union Fee	\$28.59	\$28.59		\$28.59	\$28.59	Students' Union Fee	\$25.87	\$25.87	
Referendum Fees	\$16.57	\$16.57		\$16.57	\$16.57	Referendum Fees	\$42.36	\$42.36	
<b>Total Spring or Summer Term Fees</b>	<b>\$45.16</b>	<b>\$45.16</b>		<b>\$45.16</b>	<b>\$45.16</b>	<b>Total Fall or Winter Term Part Time Fees</b>	<b>\$68.23</b>	<b>\$68.23</b>	
<b>Spring or Summer Term Off Campus Fees:</b>						<b>Fall or Winter Term Off Campus Student Fees:</b>			
Students' Union Fee	\$28.59	\$28.59		\$28.59	\$28.59	Students' Union Fee	\$25.87	\$25.87	
Referendum Fees	\$16.57	\$16.57		\$16.57	\$16.57	Referendum Fees	\$42.36	\$42.36	
<b>Total Spring or Summer Term Off Campus Fees</b>	<b>\$45.16</b>	<b>\$45.16</b>		<b>\$45.16</b>	<b>\$45.16</b>	<b>Total Fall or Winter Term Off Campus Fees</b>	<b>\$68.23</b>	<b>\$68.23</b>	
<b>Schedule 3:</b>					<b>Schedule 4:</b>				
See Note #8 below for explanation					See Note #9 below for explanation				
<b>Students' Union Undergraduate Fees - ANNUAL</b>					<b>Students' Union Undergraduate Fees (Full &amp; Part Time)</b>				
Effective: September 1, 2017					Effective: September 1, 2017				
<b>Health and Dental Plan</b>	<b>Health and Dental Plan</b>				<b>Health and Dental Plan</b>		<b>Health and Dental Plan</b>		
<b>Referendum Fee</b>	<b>Fall Enrollment</b>		<b>Referendum Fee</b>	<b>Winter Enrollment</b>		<b>Health and Dental Plan</b>		<b>Health and Dental Plan</b>	
	<b>Health Plan Fee</b>	<b>Dental Plan Fee</b>		<b>Health Plan Fee</b>	<b>Dental Plan Fee</b>				
<b>Full Time Fees:</b>	\$ 136.50	\$ 147.20	<b>Full Time Fees:</b>	\$ 91.00	\$ 98.13				
<b>Part Time Fees:</b>	\$ 136.50	\$ 147.20	<b>Part Time Fees:</b>	\$ 91.00	\$ 98.13				
<b>Off-Campus Fees:</b>	\$ 136.50	\$ 147.20	<b>Off-Campus Fees:</b>	\$ 91.00	\$ 98.13				
						<b>Spring or Summer Term Off Campus Fees:</b>			
						Students' Union Fee	\$28.59	\$28.59	
						Referendum Fees	\$16.57	\$16.57	
						<b>Total Spring or Summer Term Off Campus</b>	<b>\$45.16</b>	<b>\$45.16</b>	
<p>1 The Basic Fee (Column 1) applies to all students except those in the Faculty of Engineering, Augustana, Faculty of Business, Faculty of Nursing - Note: Other than the Faculty of Nursing &amp; Health Fee, all fees are per Term.</p> <p>2 Engineering students are assessed the Basic Fee for all terms (which is included in Column 2) , plus a \$7.00/term Faculty Association Membership Fee (FAMF) which is included in the Referendum portion of the fee in Column 2. This FAMF is only being assessed in the Fall and Winter Full Time and Part Time terms, not Intersession or Off-Campus.</p> <p>3 Augustana students are assessed the amount in Column 3 for Fall/Winter Terms. Council has decided not to assess Augustana Off-Campus or Intersession students at this time. The Referendum portion of the Augustana Fee in Column 3 includes a \$65.00/term Faculty Association Membership Fee.</p> <p>4 Business students are assessed the Basic Fee for all terms (which is included in Column 4) , plus a \$10.00/term Faculty Association Membership Fee (FAMF) which is included in the Referendum portion of the fee in Column 4. This FAMF is only being assessed in the Fall and Winter Full Time and Part Time terms, not Intersession or Off-Campus.</p> <p>5 Science students are assessed the Basic Fee for all terms (which is included in Column 5) , plus a \$5.00/term Faculty Association Membership Fee (called SCI-5) which is included in the Referendum portion of the fee in Column 5. Association Fee is only being assessed in the Fall and Winter Full Time and Part Time terms, but not including Intersession or Off-Campus Students.</p> <p>6 Nursing students are assessed the Basic Fee for all terms (which is included in Column 6) , plus a \$12.50 Faculty Association Membership Fee (FAMF) for Full Time Fall Term Students, and a \$8.50 FAMF for Part Time Fall Term Students, which is included in the Referendum portion of the fee in Column 6. This FAMF is only being assessed in the Fall Term, and does not include Intersession or Off-Campus students.</p> <p>7 Law students are assessed the Basic Fee for all terms (which is included in Column 7) , plus a \$50.00 Faculty Association Membership Fee (FAMF) for Full Time Fall Term Students, which is included in the Referendum portion of the fee in Column 7. This FAMF is only being assessed in the Fall Term, and does not include Intersession or Off-Campus students.</p> <p>8 Health and Dental Plan Fee: This fee is assessed to all full and part time undergraduate students on an annual basis effective September 1, 2009. The fee is assessed IN ADDITION to the term fees outlined in Schedule 1 above. Undergraduate students enrolled in the Fall Term, and taking 3 or more credit, shall be assessed the full amount. The plan will typically provide coverage from September to August year-long. Undergraduate students enrolled in the Winter Term, taking 3 or more credit, &amp; have not previously been assessed in the prior Fall Term, shall be assessed a pro-rated amount. The plan will typically provide coverage from January to August.</p> <p>9 Residence Association Membership Fee: These fees are assessed to all full-time and part-time residents of the Residence Associations named as the Fund . Fees shall be assessed once per term, or once per year, upon proof that the student is a resident of the residence at the time of fee assessment. These fees assessed are IN ADDITION to the term fees outlined in Schedule 1 &amp; 2 above.</p>									
<p>All Students' Union fees (including Referendum fees) are subject to the Alberta CPI (1.12%) except for the Access Fund fee which is calculated on an Average Cost Index, nor Faculty Association &amp; Residence Fees (which have no increase). All applicable increases are already built into the above figures.</p>									

UNIVERSITY OF ALBERTA STUDENTS' UNION ASSESSMENT OF UNDERGRADUATE STUDENT UNION REFERENDUM/DEDICATED FEES - ALLOCATION				FT / PT	Fee Inc Amt	Fee Inc Amt
				\$ / \$	\$	\$
2017-18					3.00	3.25
					1.50	1.63
					1.74%	1.12%
					0.85%	1.70%
					2016/17	2017/18
					FEE	FEE
NAME OF DEDICATED FUND	YEAR IMPLEMENTED	PER TERM	PER TERM	PER TERM	PER TERM	PER TERM
<b>WUSK(WORLD REFUGEE STUDENTS)</b>	<b>1988</b>					
Full-time assessment		0.45	0.46	0.47	0.48	0.49
Part-time assessment		0.45	0.46	0.47	0.48	0.49
<b>EUGENE BRODY BOARD</b>	<b>1990</b>					
Full-time assessment						
Part-time assessment						
<b>STUDENTS INVOLVEMENT ENDOWMENT</b>	<b>1990</b>					
Full-time assessment		0.00	0.00	0.00	0.00	0.00
Part-time assessment		0.00	0.00	0.00	0.00	0.00
<b>CJSR</b>	<b>1989</b>					
Full-time assessment		2.04	2.07	2.12	2.16	2.18
Part-time assessment		0.73	0.74	0.76	0.77	0.78
<b>STUDENT FINANCIAL AID AND INFO. CENTER</b>	<b>1991</b>					
Full-time assessment						
Part-time assessment						
Intercession assessment						
<b>GOLDEN BEAR AND PANDA LEGACY FUND</b>	<b>1991</b>					
Full-time assessment		4.08	4.14	4.25	4.32	4.37
Part-time assessment		4.08	4.14	4.25	4.32	4.37
<b>CAPITAL FUND</b>						
Full-time assessment						
<b>CAMPUS RECREATION</b>	<b>1994</b>					
Full-time assessment		3.82	3.88	3.98	4.05	4.10
Part-time assessment		3.82	3.88	3.98	4.05	4.10
Intercession assessment		3.82	3.88	3.98	4.05	4.10
<b>ACCESS FUND</b>	<b>1995</b>					
Full-time assessment		14.08	14.08	14.08	14.34	14.56
Part-time assessment		14.08	14.08	14.08	14.34	14.56
Intercession assessment		6.19	6.20	6.20	7.17	7.28
<b>STUDENT LEGAL SERVICES</b>	<b>1998</b>					
Full-time assessment		0.70	0.71	0.73	0.74	0.75
Part-time assessment		0.70	0.71	0.73	0.74	0.75
<b>APIRG</b>	<b>2001</b>					
Full-time assessment		3.30	3.35	3.44	3.50	3.54
Part-time assessment		1.65	1.68	1.72	1.75	1.77
<b>GATEWAY FUND</b>						
Full-time assessment		3.26	3.31	3.39	3.45	3.49
Part-time assessment		3.26	3.31	3.39	3.45	3.49
Intercession assessment		0.41	0.42	0.43	0.44	0.44
<b>SUB RENOVATION FUND</b>	<b>2014</b>					
Full-time assessment			9.00	9.23	9.39	9.50
Part-time assessment			9.00	9.23	9.39	9.50
Intercession assessment			4.50	4.62	4.70	4.75
<b>THE LANDING FUND</b>	<b>2016</b>					
Full-time assessment				1.50	1.53	1.55
Part-time assessment				1.50	1.53	1.55
Intercession assessment				0.00	0.00	0.00
<b>CAMPUS FOOD BANK FUND</b>	<b>2018</b>					
Full-time assessment						1.00
Part-time assessment						1.00
Intercession assessment						0.00
<b>Total Fees Allocated to Referendum/(Dedicated Fee)- Full Time Term</b>		31.73	41.00	43.19	43.96	45.53
<b>Total Fees Allocated to Students' Union Services/Operations - Full Time Term</b>		37.50	38.08	39.05	42.73	46.46
<b>Total Fall or Winter Term Full Time Fees</b>		69.23	79.08	82.24	86.69	91.99
<b>Total Fees Allocated to Referendum/(Dedicated Fee)- Part Time Term</b>		28.77	38.00	40.11	40.82	42.36
<b>Total Fees Allocated to Students' Union Services/Operations - Part Time Term</b>		18.28	18.56	19.04	22.37	25.87
<b>Total Fall or Winter Term Part Time Fees</b>		47.05	56.56	59.15	63.19	68.23
<b>Total Fees Allocated to Referendum/(Dedicated Fee)- Intercession</b>		10.42	15.00	15.23	16.36	16.57
<b>Total Fees Allocated to Students' Union Services/Operations - Intercession</b>		23.74	24.11	24.73	26.66	28.59
<b>Total Spring or Summer Term Fees</b>		34.16	39.11	39.96	43.02	45.16
<b>Faculty of Engineering Students</b>	<b>2004</b>					
FACULTY ASSOCIATION MEMBERSHIP FEE	\$4.00					Fee Suspended
<b>Total Fees Allocated to Referendum/(Dedicated Fee)- Full Time Term</b>		35.73	41.00	43.19		
<b>Total Fees Allocated to Students' Union Services/Operations - Full Time Term</b>		37.50	38.08	39.05		
<b>Total Fall or Winter Term Full Time Fees</b>		73.23	79.08	82.24		
<b>Total Fees Allocated to Referendum/(Dedicated Fee)- Part Time Term</b>		32.77	38.00	40.11		
<b>Total Fees Allocated to Students' Union Services/Operations - Part Time Term</b>		18.28	18.56	19.04		
<b>Total Fall or Winter Term Part Time Fees</b>		51.05	56.56	59.15		
<b>Total Fees Allocated to Referendum/(Dedicated Fee)- Intercession</b>		10.42	15.00	15.23		
<b>Total Fees Allocated to Students' Union Services/Operations - Intercession</b>		23.74	24.11	24.73		
<b>Total Spring or Summer Term Fees</b>		34.16	39.11	39.96		
<b>Faculty of Engineering Students</b>	<b>2017</b>					
FACULTY ASSOCIATION MEMBERSHIP FEE	\$7.00					
<b>Total Fees Allocated to Referendum/(Dedicated Fee)- Full Time Term</b>					50.96	52.53
<b>Total Fees Allocated to Students' Union Services/Operations - Full Time Term</b>					42.73	46.46
<b>Total Fall or Winter Term Full Time Fees</b>					93.69	98.99
<b>Total Fees Allocated to Referendum/(Dedicated Fee)- Part Time Term</b>					47.82	49.36
<b>Total Fees Allocated to Students' Union Services/Operations - Part Time Term</b>					22.37	25.87
<b>Total Fall or Winter Term Part Time Fees</b>					70.19	75.23
<b>Total Fees Allocated to Referendum/(Dedicated Fee)- Intercession</b>					16.36	16.57
<b>Total Fees Allocated to Students' Union Services/Operations - Intercession</b>					26.66	28.59
<b>Total Spring or Summer Term Fees</b>					43.02	45.16
<b>Augustana Students</b>	<b>2007</b>					
FACULTY ASSOCIATION FEE	\$65.00					
<b>Assessment for Dedicated fees of ELB, Access, Wusc and Faculty Fee of \$65.00/term**</b>		79.53	79.54	79.55	79.82	80.05
<b>Total Fees Allocated to Students' Union Services/Operations - Part Time Equivalent*</b>		37.50	38.08	39.05	42.73	46.46
<b>Total Fees Allocated to Students' Union Services/Operations - Full Time Term</b>		117.03	117.62	118.60	122.55	126.51

\*change to ft equivalent in 2009/10

\*\*Change Faculty Fee to \$65.00/term from \$62.50/term effective Sept 1, 2009

	CPI	1.11%	1.55%	2.56%	1.74%	1.12%
	Tuition	1.45%	1.00%	0.85%	1.70%	1.70%
		2013/14	2014/15	2015/16	2016/17	2017/18
NAME OF DEDICATED FUND	YEAR IMPLEMENTED	FEE PER TERM	FEE PER TERM	FEE PER TERM	FEE PER TERM	FEE PER TERM
<b>Faculty of Business Students</b>						
FACULTY ASSOCIATION MEMBERSHIP FEE	2008					
Total Fees Allocated to Referendum/(Dedicated Fee)- Full Time Term	\$7.50	39.23	48.50	50.69		
Total Fees Allocated to Students' Union Services/Operations - Full Time Term		37.50	38.08	39.05		
Total Fall or Winter Term Full Time Fees		76.73	86.58	89.74		
Total Fees Allocated to Referendum/(Dedicated Fee)- Part Time Term		36.27	45.50	47.61		
Total Fees Allocated to Students' Union Services/Operations - Part Time Term		18.28	18.56	19.04		
Total Fall or Winter Term Part Time Fees		54.55	64.06	66.65		
Total Fees Allocated to Referendum/(Dedicated Fee)- Intersession		10.42	15.00	15.23		
Total Fees Allocated to Students' Union Services/Operations - Intersession		23.74	24.11	24.73		
Total Spring or Summer Term Fees		34.16	39.11	39.96		
<b>2017</b>						
FACULTY ASSOCIATION MEMBERSHIP FEE	2017					
Total Fees Allocated to Referendum/(Dedicated Fee)- Full Time Term	\$10.00				53.96	55.53
Total Fees Allocated to Students' Union Services/Operations - Full Time Term					42.73	46.46
Total Fall or Winter Term Full Time Fees					96.69	101.99
Total Fees Allocated to Referendum/(Dedicated Fee)- Part Time Term					50.82	52.36
Total Fees Allocated to Students' Union Services/Operations - Part Time Term					22.37	25.87
Total Fall or Winter Term Part Time Fees					73.19	78.23
Total Fees Allocated to Referendum/(Dedicated Fee)- Intersession					16.36	16.57
Total Fees Allocated to Students' Union Services/Operations - Intersession					26.66	28.59
Total Spring or Summer Term Fees					43.02	45.16
<b>Faculty of Science Students</b>						
FACULTY ASSOCIATION MEMBERSHIP FEE	2013					
Total Fees Allocated to Referendum/(Dedicated Fee)- Full Time Term	\$5.00	36.73	46.00	48.19	48.96	50.53
Total Fees Allocated to Students' Union Services/Operations - Full Time Term		37.50	38.08	39.05	42.73	46.46
Total Fall or Winter Term Full Time Fees		74.23	84.08	87.24	91.69	96.99
Total Fees Allocated to Referendum/(Dedicated Fee)- Part Time Term		33.77	43.00	45.11	45.82	47.36
Total Fees Allocated to Students' Union Services/Operations - Part Time Term		18.28	18.56	19.04	22.37	25.87
Total Fall or Winter Term Part Time Fees		52.05	61.56	64.15	68.19	73.23
Total Fees Allocated to Referendum/(Dedicated Fee)- Intersession		10.42	15.00	15.23	16.36	16.57
Total Fees Allocated to Students' Union Services/Operations - Intersession		23.74	24.11	24.73	26.66	28.59
Total Spring or Summer Term Fees		34.16	39.11	39.96	43.02	45.16
<b>Faculty of Law Students</b>						
(FULL-TIME-FALL ONLY) FACULTY ASSOCIATION FEE	2014					
Total Fees Allocated to Referendum/(Dedicated Fee)- Full Time FALL Term	\$50.00		91.00	93.19	93.96	95.53
Total Fees Allocated to Students' Union Services/Operations - Full Time Term			38.08	39.05	42.73	46.46
Total Fall or Winter Term Full Time Fees			129.08	132.24	136.69	141.99
Total Fees Allocated to Referendum/(Dedicated Fee)- Full Time WINTER Term			41.00	43.19	43.96	45.53
Total Fees Allocated to Students' Union Services/Operations - Full Time Term			38.08	39.05	42.73	46.46
Total Fall or Winter Term Full Time Fees			79.08	82.24	86.69	91.99
Total Fees Allocated to Referendum/(Dedicated Fee)- Part Time FALL Term			38.00	40.11	40.82	42.36
Total Fees Allocated to Students' Union Services/Operations - Part Time Term			18.56	19.04	22.37	25.87
Total Fall or Winter Term Part Time Fees			56.56	59.15	63.19	68.23
Total Fees Allocated to Referendum/(Dedicated Fee)- Part Time WINTER Term			38.00	40.11	40.82	42.36
Total Fees Allocated to Students' Union Services/Operations - Part Time Term			18.56	19.04	22.37	25.87
Total Fall or Winter Term Part Time Fees			56.56	59.15	63.19	68.23
Total Fees Allocated to Referendum/(Dedicated Fee)- Intersession			15.00	15.23	16.36	16.57
Total Fees Allocated to Students' Union Services/Operations - Intersession			24.11	24.73	26.66	28.59
Total Spring or Summer Term Fees			39.11	39.96	43.02	45.16
<b>Faculty of Nursing Students</b>						
(FULL-TIME-FALL ONLY) FACULTY ASSOCIATION FEE	2009					
(PART-TIME-FALL ONLY) FACULTY ASSOCIATION FEE	\$12.50					
Total Fees Allocated to Referendum/(Dedicated Fee)- Full Time Term	\$8.50					
Total Fees Allocated to Students' Union Services/Operations - Full Time Term	*changed*					
Total Fall or Winter Term Full Time Fees						
Total Fees Allocated to Referendum/(Dedicated Fee)- Full Time FALL Term	2013	44.23	53.50	55.69	56.46	58.03
Total Fees Allocated to Students' Union Services/Operations - Full Time Term		37.50	38.08	39.05	42.73	46.46
Total Fall or Winter Term Full Time Fees		81.73	91.58	94.74	99.19	104.49
Total Fees Allocated to Referendum/(Dedicated Fee)- Full Time WINTER Term	2013	31.73	41.00	43.19	43.96	45.53
Total Fees Allocated to Students' Union Services/Operations - Full Time Term		37.50	38.08	39.05	42.73	46.46
Total Fall or Winter Term Full Time Fees		69.23	79.08	82.24	86.69	91.99
Total Fees Allocated to Referendum/(Dedicated Fee)- Part Time Term	*changed*					
Total Fees Allocated to Students' Union Services/Operations - Part Time Term						
Total Fall or Winter Term Part Time Fees						
Total Fees Allocated to Referendum/(Dedicated Fee)- FALL Part Time Term	2013	37.27	46.50	48.61	49.32	50.86
Total Fees Allocated to Students' Union Services/Operations - Part Time Term		18.28	18.56	19.04	22.37	25.87
Total Fall or Winter Term Part Time Fees		55.55	65.06	67.65	71.69	76.73
Total Fees Allocated to Referendum/(Dedicated Fee)- WINTER Part Time Term	2013	28.77	38.00	40.11	40.82	42.36
Total Fees Allocated to Students' Union Services/Operations - Part Time Term		18.28	18.56	19.04	22.37	25.87
Total Fall or Winter Term Part Time Fees		47.05	56.56	59.15	63.19	68.23
Total Fees Allocated to Referendum/(Dedicated Fee)- Intersession		10.42	15.00	15.23	16.36	16.57
Total Fees Allocated to Students' Union Services/Operations - Intersession		23.74	24.11	24.73	26.66	28.59
Total Spring or Summer Term Fees		34.16	39.11	39.96	43.02	45.16
<b>HEALTH AND DENTAL PLAN</b>						
Full and Part Time Annual Fee - Health (Enrollment Starting in Fall Term)	2009	110.27	118.00	118.00	129.00	136.50
Full and Part Time Annual Fee - Dental (Enrollment Starting in Fall Term)		111.69	116.50	116.50	128.15	147.20
Full and Part Time Annual Fee - Health (Enrollment Starting in Winter Term)	2015			78.67	86.53	91.00
Full and Part Time Annual Fee - Dental (Enrollment Starting in Winter Term)				77.67	85.43	98.13
<b>RESIDENCE ASSOCIATION MEMBERSHIP FEES</b>						
HUB Community (Per Term)	2017				22.50	22.50
International House (Per Term)	2017				25.00	25.00
L'Association de la Residence de la Faculte Saint-Jean (Per Term)	2017				33.50	33.50
East Campus Student Association (Per Term)	2017				18.00	18.00
Newton Place (Per Year)	2018					40.00
Lister Hall (Per Year)	2018					75.00

**OUTLINE OF ISSUE**  
**Action Item**

Agenda Title: **Parking and Traffic Management Policy Updates**

**Motion:** THAT the Board Finance and Property Committee recommend that the Board of Governors approve the proposed revisions to the Parking and Traffic Management Policy as set forth in Attachment 3, to take effect upon final approval.

**Item**

Action Requested	<input type="checkbox"/> Approval <input checked="" type="checkbox"/> Recommendation
Proposed by	Vice-President (Facilities and Operations)
Presenter	Vice-President (Facilities and Operations)

**Details**

Responsibility	Vice-President (Facilities and Operations)
The Purpose of the Proposal is (please be specific)	To update the Parking and Traffic Management Policy which will serve as the Board of Governor's Parking Bylaws as permitted by the Government of Alberta's <i>Post-secondary Learning Act</i> Sec 18.  The policy will have clear and appropriate delegation to the Vice-President (Facilities and Operations) to operationalize and enforce these bylaws on all University of Alberta campuses.
The Impact of the Proposal is	Ensure delegation to the Vice-President (Facilities and Operations) to operationalize parking related matters. Ensure that all fees and penalties, including fines, and changes to such are approved by the Board of Governors.
Replaces/Revises (eg, policies, resolutions)	UAPPOL Parking and Traffic Management Policy (2004)
Timeline/Implementation Date	May 2017
Estimated Cost and funding source	N/A
Next Steps (ie.: Communications Plan, Implementation plans)	Parking and Traffic Management Policy (2017) to be uploaded to the UAPPOL website.
Supplementary Notes and context	Please see attached Briefing Note (Attachment 1).  Although approving policies for the control and regulation of pedestrian and vehicle traffic on University lands falls under the mandate of BFPC, this policy will now serve as the parking bylaws and such, will need to be approved by the Board of Governors. The BFPC terms of reference will be updated in the fall as part of the annual review of committee terms of reference.

**Engagement and Routing** (Include meeting dates)

Participation: (parties who have seen the proposal and in what capacity)	<u><i>Those who have been informed:</i></u> <ul style="list-style-type: none"> <li>• Vice-President (Facilities and Operations)</li> <li>• President's Executive Committee – Operational (PEC-O) – October 27, 2016</li> <li>• Senior Leadership Team, Facilities and Operations, March 22, 2017</li> </ul>
--	---

Item No. 8

	<ul style="list-style-type: none"> <li>President’s Executive Committee – Operational (PEC-O) – May 11, 2017</li> </ul>
	<p><b><u>Those who have been consulted:</u></b></p> <ul style="list-style-type: none"> <li>Associate Vice-President, Ancillary Services</li> <li>Director of Operations, Ancillary Services</li> <li>Policy Standards Office</li> <li>Governance Office</li> <li>Office of General Counsel</li> </ul>
	<p><b><u>Those who are actively participating:</u></b></p> <ul style="list-style-type: none"> <li>Associate Director, Parking Services</li> <li>Senior Administrative Officer, Office of the Vice-President (Facilities and Operations)</li> </ul>
Approval Route (Governance)	Board Finance and Property Committee - April 18, 2017 (recommend) Board of Governors – May 12, 2017 (approve)
Final Approver	Board of Governors

**Alignment/Compliance**

Alignment with Guiding Documents	<p><b><u>Institutional Strategic Plan – For the Public Good</u></b> Sustain our people, our work, and the environment by attracting and stewarding the resources we need to deliver excellence to the benefit of all.</p> <p>21. OBJECTIVE: Encourage continuous improvement in administrative, governance, planning and stewardship systems, procedures, and policies that enable students, faculty, staff, and the institution as a whole to achieve shared strategic goals.</p> <ul style="list-style-type: none"> <li>i. Strategy: Encourage transparency and improve communication across the university through clear consultation and decision-making processes, substantive and timely communication of information, and access to shared, reliable institutional data.</li> <li>iv. Strategy: Facilitate easy access to and use of university services and systems; reduce complication and complexity; and encourage cross-institutional administrative and operational collaboration.</li> </ul>
Compliance with Legislation, Policy and/or Procedure Relevant to the Proposal (please <u>quote</u> legislation and include identifying section numbers)	<p><b><u>Post-secondary Learning Act (PSLA)</u></b> <b><u>Section 18</u></b></p> <ul style="list-style-type: none"> <li>(1) A board may make any bylaws the board considers appropriate for the management, government and control of the university buildings and land.</li> <li>(2) A board may make the following bylaws to control vehicles and pedestrians on university land: <ul style="list-style-type: none"> <li>(a) parking bylaws</li> <li>(b) traffic bylaws</li> <li>(c) pedestrian bylaws governing and prohibiting the crossing of and walking on roadways by pedestrians.</li> </ul> </li> </ul>

	<p><b><u>Section 62:</u></b> A board may delegate in writing to any person any power, duty or function conferred or imposed upon it by this Act, except the power to make bylaws.</p> <p><b><u>BFPC Terms of Reference</u></b> Section 3 (l) states: 3. MANDATE OF THE COMMITTEE l) approve policies for the control and regulation of pedestrian and vehicle traffic on University lands;</p> <p><b><u>UAPPOL Policy Development Framework</u></b> Developing new or revising existing policy will be a planned activity allowing for appropriate due diligence and consisting of: ... - obtaining approval pursuant to the powers imparted by the Post-secondary Learning Act of Alberta.</p>
--	---

Attachments:

1. Briefing Note (1 page)
2. Parking and Traffic Management Policy – redline (2 pages)
3. Parking and Traffic Management Policy (2017) (2 pages)

*Prepared by:*

Randa Kachkar  
Associate Director, Parking Services  
Facilities and Operations  
[Randa.kachkar@ualberta.ca](mailto:Randa.kachkar@ualberta.ca)

---

**UAPPOL Parking and Traffic Management Policy**

Ancillary Services, Facilities and Operations

**Background**

The Post-secondary Learning Act (PSLA) gives the Board of Governors the authority to make parking bylaws to control vehicles on university lands. Historically, these bylaws have been managed and enforced by Parking Services in accordance with Section 62, which states “*A board may delegate in writing to any person any power, duty or function conferred or imposed on it by this Act, except the power to make bylaws*”.

Parking Services provides a wide array of parking and transportation-related services on all University campuses, serving faculty, staff, students, and visitors in their day-to-day parking needs. Parking Services is an entity of Ancillary Services, meaning it operates on a full cost-recovery basis with no draw on the University’s budget.

Although the Parking and Traffic Management Policy (2004) and associated procedures were approved by the Vice-President (Facilities and Operations), beginning in 2014, a protocol was introduced that all policies and procedures are reviewed no less frequently than every five years.

**Issue**

The most recent review of the Parking and Traffic Management Policy (2004) revealed an absence of clear delegation to the Vice-President (Facilities and Operations) and that the Board of Governors has not developed specific bylaws for parking.

In consultation with the Policy Standards Office, General Counsel, and the Governance Office, it was determined that, as part of the review, an updated policy can serve as the Board of Governor’s Parking Bylaws as permitted under Section 18 of the PSLA. Further, the policy should have a clear delegation to the Vice-President (Facilities and Operations) to operationalize and enforce these bylaws on all University of Alberta campuses.





Approval Date: June 10, 2004

## Parking and Traffic Management Policy

<b>Office of Accountability:</b>	Vice-President (Facilities and Operations)
<b>Office of Administrative Responsibility:</b>	<a href="#">Parking Services Office of the Vice-President (Facilities and Operations)</a>
<b>Approver:</b>	<a href="#">Vice-President (Facilities and Operations)</a> Board of Governors
<b>Scope:</b>	Compliance with University policy extends to <a href="#">all members of the University community any individual or group bringing a motor vehicle onto university lands.</a>

### [Overview](#)

#### [Legislation Governing Parking](#)

[Pursuant to provisions of the Post –Secondary Learning Act of Alberta, the Board of Governors has the authority to make parking and traffic bylaws to control vehicles on university lands. This policy will serve as the University's parking and traffic bylaws.](#)

### Purpose

[To state the University of Alberta's position on parking and traffic management on its campuses and properties. This policy defines university parking and traffic bylaws to control vehicles on University lands, and provides the delegation from the Board of Governors to the Office of the Vice-President \(Facilities and Operations\) to operationalize and enforce those bylaws.](#)

## **POLICY**

[The Post-Secondary Learning Act 2003 empowers the University to manage parking and certain traffic-related matters. While recognizing the jurisdiction of related municipal and provincial legislation \(i.e. The Highway Traffic and Safety Act\), the University will further restrict traffic control as it sees fit.](#)

[Under the direction of the Board of Governors, the privilege of bringing a vehicle onto campus is managed through the issuance of permits and visitor parking fees, and is subject to owners and operators of vehicles observing the University of Alberta Campus Traffic and Parking Regulations](#)

[The Board of Governors recognizes parking as a legitimate use of University lands and requires it be a regulated activity. The Board of Governors also recognizes that the traffic flow on campus may be disrupted for construction, special events, or other special circumstances. While recognizing the jurisdiction of related municipal and provincial legislation \(i.e. The Highway Traffic and Safety Act\), the University may further restrict traffic control as necessary. The provision of parking services is conducted as an ancillary operation. Parking Services is mandated to contribute operational revenue to the University. Parking Services also administers the allocation of parking availability through established criteria. All changes to parking rates are made at the recommendation of the Board Finance and Property Committee to the Board of Governors and under the authority of University traffic management policies.](#)

[Citations for any violations of Campus Traffic and Parking Regulations are enforced by a system of fines involving the issuing of parking citation tickets and, when necessary, tow away actions.](#)



## U of A Policies and Procedures On-Line (UAPPOL)

### [Parking Administration and Traffic Management](#)

The Vice-President (Facilities and Operations) is responsible for the administration and enforcement of the University's parking and traffic bylaws. The provision of parking services, which includes the ability to operationalize and enforce parking bylaws, is conducted as an **ancillary operation** through the department of Parking Services. The provision of traffic management includes the ability to direct or re-route traffic flow on campus, as outlined in *Appendix A: Parking Operations*.

### [Parking Fees and Penalties](#)

The privilege of bringing a vehicle onto campus is managed through the issuance of permits and visitor parking fees, and is subject to owners and operators of vehicles observing the practices outlined in *Appendix A: Parking Operations*.

Parking on campus is enforced by a system of collecting fees for the use of parking stalls and collecting fines, by the issuance of parking citations, or other penalties, as outlined in Section 5.2 of *Appendix A: Parking Operations*. All fees and penalties, including fines, and changes to such, are approved by the Board of Governors.

The University has a process for filing appeal and arbitrating disputes, as outlined in Section 5 of *Appendix A: Parking Operations*.

## **DEFINITIONS**

Any definitions listed in the following table apply to this document only with no implied or intended institution-wide use. [\[▲Top\]](#)

<u><a href="#">Parking Facilities</a></u>	<u><a href="#">An area comprised of one or more parking stalls.</a></u>
<u><a href="#">Ancillary Operations</a></u>	<u><a href="#">The services that support the operation of the university and its academic and research activities There is no government funding for ancillary space or activities; they are cost recovery or cost neutral, therefore the costs of doing business must be offset by the fees.</a></u>

## **RELATED LINKS**

Should a link fail, please contact [uappol@ualberta.ca](mailto:uappol@ualberta.ca). [\[▲Top\]](#)

[Parking Facilities Map](#) (University of Alberta)

[Parking Permit Fees](#) (University of Alberta)

[Parking Services](#) (University of Alberta)

[Appendix A: Parking Operations](#) (University of Alberta)

[Schedule B— Reserved Parking Permit Allocation Priorities](#) (University of Alberta)

[University of Alberta Campus Traffic and Parking Regulations](#) (University of Alberta)

## **PUBLISHED PROCEDURES OF THIS POLICY**

[Appeal of Parking Citations Procedure](#)

[Commuting Student Parking Permit Application Procedure](#)



**U of A Policies and Procedures On-Line (UAPPOL)**

[Contractors and Commercial Vendors Parking Permit Application Procedure](#)

[Guest Parking Procedure](#)

[Professors Emeritus Parking Permit Application Procedure](#)

[Residence Student Parking Permit Application Procedure](#)

[Special Event Parking Procedure](#)

[Staff Parking Permit Application Procedure](#)

[Tow Away Procedure](#)



Approval Date: May 2017  
 Most Recent Approval Date: TBD

## Parking and Traffic Management Policy

<b>Office of Accountability:</b>	Vice-President (Facilities and Operations)
<b>Office of Administrative Responsibility:</b>	Office of the Vice President (Facilities and Operations)
<b>Approver:</b>	Board of Governors
<b>Scope:</b>	Compliance with University policy extends to any individual or group bringing a motor vehicle onto university land.

### Overview

#### *Legislation Governing Parking*

Pursuant to provisions of the *Post-Secondary Learning Act* of Alberta, the Board of Governors has the authority to make parking and traffic bylaws to control vehicles on university lands. This policy will serve as the University's parking and traffic bylaws.

### Purpose

This policy defines university parking and traffic bylaws to control vehicles on University lands, and provides the delegation from the Board of Governors to the Office of the Vice-President (Facilities and Operations) to operationalize and enforce those bylaws.

## **POLICY**

The Board of Governors recognizes parking as a legitimate use of University lands and requires it be a regulated activity. The Board of Governors also recognizes that the traffic flow on campus may be disrupted for construction, special events, or other special circumstances. While recognizing the jurisdiction of related municipal and provincial legislation (i.e. The Highway Traffic and Safety Act), the University may further restrict traffic control as necessary.

### Parking Administration and Traffic Management

The Vice-President (Facilities and Operations) is responsible for the administration and enforcement of the University's parking and traffic bylaws. The provision of parking services, which includes the ability to operationalize and enforce parking bylaws, is conducted as an **ancillary operation** through the department of Parking Services. The provision of traffic management includes the ability to direct or re-route traffic flow on University lands, as outlined in *Appendix A: Parking Regulations*.

### Parking Fees and Penalties

The privilege of bringing a vehicle onto campus is managed through the issuance of permits and visitor parking fees, and is subject to owners and operators of vehicles observing the practices outlined in *Appendix A: Parking Operations*.

Parking on campus is enforced by a system of collecting fees for the use of parking stalls and collecting fines, by the issuance of parking citations, or other penalties, as outlined in Section 5.2 of *Appendix A: Parking Operations*. All fees and penalties, including fines, and changes to such, are approved by the Board of Governors.

The University has a process for filing appeal and arbitrating disputes, as outlined in Section 5 of *Appendix A: Parking Operations*.



## U of A Policies and Procedures On-Line (UAPPOL)

### **DEFINITIONS**

Any definitions listed in the following table apply to this document only with no implied or intended institution-wide use. [\[▲Top\]](#)

<b>Ancillary operations</b>	the services that support the operation of the university and its academic and research activities. There is no government funding for ancillary space or activities; they are cost recovery or cost neutral, therefore the costs of doing business must be offset by the fees.
-----------------------------	---

### **RELATED LINKS**

Should a link fail, please contact [uappol@ualberta.ca](mailto:uappol@ualberta.ca). [\[▲Top\]](#)

Appendix A: [Parking Operations](#) (University of Alberta)

[Parking Services](#) (University of Alberta)

### **PUBLISHED PROCEDURES OF THIS POLICY**

**OUTLINE OF ISSUE**  
**Action Item**

Agenda Title: **Natural Resources Engineering Facility (NREF) Renewal and Renovation - Capital Expenditure Authorization Request (CEAR)**

**Motion:** THAT the Board Finance and Property Committee recommend that the Board of Governors approve the Capital Expenditure Authorization Request (CEAR) of \$22 million in Canadian funds for the renewal and renovation of the Natural Resources Engineering Facility (NREF).

**Item**

Action Requested	<input type="checkbox"/> Approval <input checked="" type="checkbox"/> Recommendation
Proposed by	Pat Jansen, AVP - (Facilities and Operations, Planning and Project Delivery)
Presenter	Andrew Sharman, Vice-President (Facilities and Operations)

**Details**

Responsibility	Vice-President (Facilities and Operations)		
The Purpose of the Proposal is (please be specific)	As part of the Faculty of Engineering planned faculty consolidation process, two floors in the Natural Resources Engineering Facility (NREF) building will be re-purposed to high-use research lab space.		
The Impact of the Proposal is	<p>Renewal of the Natural Resources Engineering Facility (NREF) building will provide a platform to engage an additional 40 industry partners as well as create much-needed space for incubation of researcher-created spin-offs. By integrating a building information system, the creation of a "living laboratory" will inform best practices in building sustainability management resulting in improved outcomes for climate change goals.</p> <p>Research occurring within these spaces includes advanced building materials production and processing for sustainable construction technologies; integration of renewable and sustainable building construction; and ultra-low energy and environmentally responsible natural resource development. This research will further leading-edge efforts to address climate change.</p>		
Replaces/Revises (e.g. policies, resolutions)	N/A		
Timeline/Implementation Date	Construction 2018/2019		
Estimated Cost and funding source	CEAR Funding Information		
	<u>Number</u>	<u>Funding Source</u>	<u>Amount</u>
	<b>17-065</b>	Faculty of Engineering	\$22,000,000.00
	<b>TOTAL</b>		<b>\$22,000,000.00</b>
Next Steps (e.g. communications plan, implementation plans)	N/A		
Supplementary Notes and context	N/A		

**Engagement and Routing** (Include meeting dates)

Participation: (parties who have seen the proposal and in what capacity)	<p><u>Those who have been informed:</u></p> <ul style="list-style-type: none"> <li>• Faculty of Engineering – reviewed the proposed scope of work with the Dean of Engineering</li> <li>• Facilities and Operations</li> </ul>
--	--

<p>&lt;For further information see the link posted on the <a href="#">Governance Toolkit section Student Participation Protocol</a>&gt;</p>	<p><b><u>Those who have been consulted:</u></b></p> <ul style="list-style-type: none"> <li>• Faculty of Engineering – Dean’s office</li> <li>• Facilities and Operations – (Vice President, Associate Vice President)</li> </ul>
	<p><b><u>Those who are actively participating:</u></b></p> <ul style="list-style-type: none"> <li>• Faculty of Engineering</li> <li>• Supply Management Services</li> <li>• Facilities and Operations</li> </ul>
<p>Approval Route (Governance) (including meeting dates)</p>	<p>Board Finance and Property Committee – April 18, 2017 Board of Governors – May 12, 2017 (for approval)</p>
<p>Final Approver</p>	<p>Board of Governors</p>

**Alignment/Compliance**

<p>Alignment with Guiding Documents</p>	<p><b><u>Institutional Strategic Plan - For the Public Good</u></b> Sustain our people, our work, and the environment by attracting and stewarding the resources we need to deliver excellence to the benefit of all.</p> <p>23. OBJECTIVE: Ensure that the University of Alberta’s campuses, facilities, utility, and information technology infrastructure can continue to meet the needs and strategic goals of the university.</p> <p>i. Strategy: Secure and sustain funding to plan, operate, expand, renew, and optimize the use of campus infrastructure to meet evolving teaching and research priorities.</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><b><u>Post-secondary Learning Act (PSLA)</u></b></p> <p><b>Section 60(1)</b> The Board of a public post-secondary institution shall</p> <p>(a) Manage and operate the public post-secondary institution in accordance with its mandate.</p> <p><b><u>BFPC Terms of Reference – Section 3:</u></b></p> <p><b>3. <u>MANDATE OF THE COMMITTEE</u></b></p> <p>Except as provided in paragraph 4 and 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.</p> <p>(f) review, recommend to the Board or approve original Capital Expenditure Authorization Requests (CEARs) or individual Supplemental CEARs as determined by the Board-approved University of Alberta Capital Expenditure Authorization Request (CEAR) Policy;</p> <p><b>4. <u>LIMITATIONS ON DELEGATION BY THE BOARD</u></b></p> <p>The general delegation of authority by the Board to the Committee shall be limited as set out in this paragraph. Notwithstanding the general</p>

Item No. 9

	<p>delegation of authority to the Committee set out in paragraph 3, the Board shall:</p> <p>(c) approve capital expenditures of more than \$7 million or more or expenditures which, when combined with other expenditures for the same period, would equal more than \$7 million.</p> <p><a href="#"><u>UAPPOL Capital Expenditure Authorization Request (CEAR) Policy</u></a></p>
--	---

Attachments:

1. Briefing Note (1 page)

*Prepared by:* Pat Jansen, Associate Vice-President, Planning and Project Delivery, Facilities and Operations  
Telephone: 780 492-1747, pat.jansen@ualberta.ca



## Natural Resources Engineering Facility (NREF) Renewal and Renovation: Capital Expenditure Authorization Request (CEAR)

### Background

In 2017/18, the University anticipates expending approximately \$120 million in modernizing teaching, research, and administrative space across its five campuses. How each project is funded varies depending on a multitude of circumstances.

### The Project

The Department of Civil and Environmental Engineering invests heavily on research activity, the majority of which is in partnership with companies working in the construction, advanced structural materials, and natural resource industries. These partnerships have led to considerable commercialization success with historically rapid implementation by our partners.

Renewal of the Natural Resources Engineering Facility (NREF) building will provide a platform to engage an additional 40 industry partners as well as create much-needed space for incubation of researcher-created spin-offs. By integrating a building information system, the creation of a "living laboratory" will inform best practices in building sustainability management resulting in improved outcomes for climate change goals.

Research occurring within these spaces includes advanced building materials production and processing for sustainable construction technologies; integration of renewable and sustainable building construction; and ultra-low energy and environmentally responsible natural resource development. This research will further leading-edge efforts to address climate change.

The project funding of \$22 million is provided by the Faculty of Engineering.

As per the matrix below, overview authorization, in the form of a Capital Expenditure Authorization Request (CEAR), must be obtained for any capital project where the estimated cost is equal to or in excess of \$100,000. A Supplemental CEAR is required when a project experiences a change in funding sources or revised cost estimates.

Approval Level	Original CEAR or individual Supplemental CEAR Approval	Aggregate Total CEAR and Supplemental CEARs Approval
	<i>Up to and including:</i>	<i>Up to and including:</i>
Facilities and Operations Directors	\$500,000	\$750,000
Facilities and Operations Associate Vice-Presidents	\$1,000,000	\$2,000,000
Vice-President (Facilities and Operations)	\$2,000,000	\$4,000,000
BFPC	\$7,000,000	\$14,000,000
BG	Over \$7,000,000	Over \$14,000,000

### Recommendation

This CEAR is seeking BFPC recommendation for Board approval of an expenditure of \$22 million for the renewal and renovation of the Natural Resources Engineering Facility (NREF).

**OUTLINE OF ISSUE**
**Agenda Title: Maple House Residence Modernization and Renewal - Capital Expenditure Authorization Request (CEAR)**

**Motion:** THAT the Board Finance and Property Committee, acting with delegated authority of the Board of Governors, approve the Capital Expenditure Authorization Request (CEAR) of \$2.6 million in Canadian funds for the total project cost for renewal of the Maple House residence.

**Item**

Action Requested	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation
Proposed by	Geoff Rode, Director of Operations, Ancillary Services
Presenter	Andrew Sharman, Vice-President (Facilities and Operations)

**Details**

Responsibility	Vice-President (Facilities and Operations)		
The Purpose of the Proposal is (please be specific)	To provide architectural, mechanical, and electrical renewal and modernization of the Maple House Residence, as Phase 2 of the Aspen-Maple complex renewal program (Phase 1 completed Summer 2016). (Excludes base building systems)		
The Impact of the Proposal is	Renewal of the facility to meet the desired finish level for a U of A residence, reduce required maintenance on aging finishes and fixtures, and enhance student satisfaction. Finishes within the building are well beyond the intended lifecycle and as a result require updating. Flooring, millwork, bathroom and kitchen fixture replacement, and paint are all included in the project.  Completion of renovations are required to align with Board-approved rent increases (December 2016) for this property.		
Replaces/Revises (eg, policies, resolutions)	N/A		
Timeline/Implementation Date	Summer 2017- May through August		
Estimated Cost and funding source	CEAR Funding Information		
	<u>Number</u>	<u>Funding Source</u>	<u>Amount</u>
	<b>17-063</b>	Ancillary Services	\$2,600,000.00
	<b>TOTAL</b>		<b>\$2,600,000.00</b>
Next Steps (ie.: Communications Plan,)	Sub trade award- Construction start		
Supplementary Notes and context	N/A		

**Engagement and Routing (Include meeting dates)**

Participation: (parties who have seen the proposal and in what capacity)	<u><i>Those who have been informed:</i></u> Intention: Build Awareness <ul style="list-style-type: none"> <li>Supply Management Services as part of the tender process</li> <li>SU and GSA—through RBAC as part of annual rent discussions (Fall 2015)</li> </ul>
	<u><i>Those who have been consulted:</i></u> Intention: Build Knowledge/Build Commitment <ul style="list-style-type: none"> <li>Facilities and Operations – (Vice President, Associate Vice President)</li> </ul>

Item No. 10

	<ul style="list-style-type: none"> <li>Facilities and Operations – Ancillary Services—occupancy management during renovations</li> </ul>
	<p><b><u>Those who are actively participating:</u></b> Intention: Build Ownership/Build Responsibility</p> <ul style="list-style-type: none"> <li>Supply Management Services</li> <li>Facilities and Operations—Operations and Maintenance</li> <li>Facilities and Operations—Ancillary Services</li> </ul>
Approval Route (Governance) (including meeting dates)	Board Finance and Property Committee – April 18, 2017
Final Approver	Board Finance and Property Committee

**Alignment/Compliance**

Alignment with Guiding Documents	<p><b><u>Institutional Strategic Plan - For the Public Good</u></b> Sustain our people, our work, and the environment by attracting and stewarding the resources we need to deliver excellence to the benefit of all.</p> <p>23. OBJECTIVE: Ensure that the University of Alberta’s campuses, facilities, utility, and information technology infrastructure can continue to meet the needs and strategic goals of the university.</p> <ul style="list-style-type: none"> <li>i. Strategy: Secure and sustain funding to plan, operate, expand, renew, and optimize the use of campus infrastructure to meet evolving teaching and research priorities.</li> <li>ii. Strategy: Build, operate and maintain undergraduate and graduate student housing to support our students’ academic success and sense of belonging to the university community.</li> </ul>
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 (PSLA)</u></b></p> <p><b>Section 60(1)</b> The Board of a public post-secondary institution shall</p> <ul style="list-style-type: none"> <li>(a) Manage and operate the public post-secondary institution in accordance with its mandate.</li> </ul> <p><b><u>BFPC Terms of Reference – Section 3:</u></b></p> <p><b>3. <u>MANDATE OF THE COMMITTEE</u></b></p> <p>Except as provided in paragraph 4 and 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.</p> <ul style="list-style-type: none"> <li>(f) review, recommend to the Board or approve original Capital Expenditure Authorization Requests (CEARs) or individual Supplemental CEARs as determined by the Board-approved University of Alberta Capital Expenditure Authorization Request (CEAR) Policy;</li> </ul> <p><a href="#"><b><u>UAPPOL Capital Expenditure Authorization Request (CEAR) Policy</u></b></a></p>

Attachments:

1. Briefing Note (1 page)

*Prepared by:*

Geoff Rode, Director of Operations, Ancillary Services

Telephone: 780-492-6915; Geoff.ode@ualberta.ca

## Maple House Renewal: Capital Expenditure Authorization Request (CEAR)

### Background:

The University of Alberta offers a wide array of residence options for its student population ranging in age from over 50-years-old to brand new. Residence Services has undertaken to renew portions of the older inventory recognizing current accommodation standards and student expectations. The Maple House renewal constitutes Phase 2 of a two-phase project that saw Aspen House, identical and adjacent to Maple House, renewed in summer 2016.

### The Project:

Maple House, a 138-bed student residence, was constructed as the student-athlete residence for the 1983 Summer Universiade. The finishes within Maple House are well beyond the intended lifecycle and need to be updated to meet the desired finish level for a U of A residence, reduce ongoing maintenance, and add value for students. Flooring, millwork, bathroom and kitchen fixture replacement, and paint are all included in the scope of the project.

As with all residence renovations, the applicable rent is adjusted to reflect the improvements to the accommodation. Board approval for both Aspen and Maple House rent rates was sought and granted in December 2015.

As per the matrix below, overview authorization, in the form of a Capital Expenditure Authorization Request (CEAR), must be obtained for any capital project where the estimated cost is equal to or in excess of \$100,000.

Approval Level	Original CEAR or individual Supplemental CEAR Approval	Aggregate Total CEAR and Supplemental CEARs Approval
	<i>Up to and including:</i>	<i>Up to and including:</i>
Facilities and Operations Directors	\$500,000	\$750,000
Facilities and Operations Associate Vice-Presidents	\$1,000,000	\$2,000,000
Vice-President (Facilities and Operations)	\$2,000,000	\$4,000,000
BFPC	\$7,000,000	\$14,000,000
BG	Over \$7,000,000	Over \$14,000,000

### Recommendation

This CEAR is seeking BFPC approval for an expenditure of \$2.6 million for the renewal and renovation of the Maple House residence.

**OUTLINE OF ISSUE**  
**Action Item**

**Agenda Title: Edmonton Clinic Health Academy (ECHA): Supplemental Capital Expenditure Authorization Request (CEAR)**

**Motion:** THAT the Board Finance and Property Committee, acting with delegated authority of the Board of Governors, approve the supplemental Capital Expenditure Authorization Request (CEAR) of \$4.73 million in Canadian funds to be allocated to ongoing grant obligations related to backfill initiatives within the health sciences precinct (decants, renovations, renewal programs) linked to Post-Secondary Strategic Investment Fund (SIF) projects.

**Item**

Action Requested	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation
Proposed by	Pat Jansen, AVP – (Facilities and Operations, Planning and Project Delivery)
Presenter	Andrew Sharman, Vice-President (Facilities and Operations)

**Details**

Responsibility	Vice-President (Facilities and Operations)		
The Purpose of the Proposal is (please be specific)	<p>For capital grants awarded to the University of Alberta, any interest earned from the funds is to be allocated to the project for which the grant was awarded.</p> <p>From the \$425 million granted to the U of A for the design and construction of the Edmonton Clinic, the Government of Alberta authorized various backfill initiatives to be included in the grant's project scope. Through effective resource planning and project stewardship, the grant interest has accumulated to \$4.73 million.</p> <p>The U of A is now in a position to conclude project scope assignments including leveraging a most recent application of matching funds for the federal Strategic Investment Fund (SIF) grants.</p>		
The Impact of the Proposal is	Based on the modified project scope requirements, the available interest funds will be transferred into the capital project to fulfill our ongoing scope obligations related to backfill initiatives within the health sciences precinct (decants, renovations, renewal programs) linked to Post-Secondary Strategic Investment Fund (SIF) funded projects via a Supplemental CEAR.		
Replaces/Revises (e.g., policies, resolutions)	N/A		
Timeline/Implementation Date			
Estimated Cost and funding source	CEAR Funding Information		
	<u>Number</u>	<u>Funding Source</u>	<u>Amount</u>
	04-001 (S9)	Capital Interest	\$4,730,000.00
	<b>TOTAL</b>		<b>\$4,730,000.00</b>
Next Steps (e.g. Communications Plan, Implementation plans)	N/A		
Supplementary Notes and context	N/A		

**Engagement and Routing** (Include meeting dates)

Participation: (parties who have seen the proposal and in what capacity)  <For further information see the link posted on the <a href="#">Governance Toolkit section Student Participation Protocol</a> >	<b><u>Those who have been informed:</u></b> <ul style="list-style-type: none"> <li>• Facilities and Operations</li> <li>• Finance and Administration</li> </ul>
	<b><u>Those who have been consulted:</u></b> <ul style="list-style-type: none"> <li>• Facilities and Operations – (Vice President, Associate Vice President)</li> </ul>
	<b><u>Those who are actively participating:</u></b> <ul style="list-style-type: none"> <li>• Facilities and Operations</li> <li>• Finance and Administration</li> <li>• Government of Alberta (Grant Reporting)</li> </ul>
Approval Route (Governance) (including meeting dates)	Board Finance and Property Committee (for approval) – April 18, 2017
Final Approver	Board Finance and Property Committee

**Alignment/Compliance**

Alignment with Guiding Documents	<b><u>Institutional Strategic Plan - For the Public Good</u></b> Sustain our people, our work, and the environment by attracting and stewarding the resources we need to deliver excellence to the benefit of all.  23. OBJECTIVE: Ensure that the University of Alberta’s campuses, facilities, utility, and information technology infrastructure can continue to meet the needs and strategic goals of the university. i. Strategy: Secure and sustain funding to plan, operate, expand, renew, and optimize the use of campus infrastructure to meet evolving teaching and research priorities.
Compliance with Legislation, Policy and/or Procedure Relevant to the Proposal (please quote legislation and include identifying section numbers)	<b><u>Post-secondary Learning Act (PSLA)</u></b>  <b>Section 60(1)</b> The Board of a public post-secondary institution shall  (a) Manage and operate the public post-secondary institution in accordance with its mandate.  <b><u>BFPC Terms of Reference – Section 3:</u></b>  <b>3. <u>MANDATE OF THE COMMITTEE</u></b>  Except as provided in paragraph 4 and 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.  (f) review, recommend to the Board or approve original Capital Expenditure Authorization Requests (CEARs) or individual Supplemental CEARs as determined by the Board-approved University of Alberta Capital Expenditure Authorization Request (CEAR) Policy;  <a href="#">UAPPOL Capital Expenditure Authorization Request (CEAR) Policy</a>



Attachments:

1. Briefing Note (2 pages)

*Prepared by:* Pat Jansen, Associate Vice-President, Planning and Project Delivery, Facilities and Operations  
Telephone: 780 492-1747, pat.jansen@ualberta.ca



## Edmonton Clinic Health Academy (ECHA): Supplemental Capital Expenditure Authorization Request (CEAR)

### Background

For capital grants awarded to the University of Alberta, any interest earned from the funds is to be allocated to the project for which the grant was awarded.

### The Project

\$425 million was provided to the U of A for the design and construction of the Edmonton Clinic with payments extending from 2007 until 2012. During the final years of construction, the Government of Alberta authorized various backfill initiatives to be included in the grant's project scope. As such, and upon the ECHA completion and occupancy, the project focus shifted to several renewal programs involving Clinical Sciences, Dentistry-Pharmacy, Medical Sciences, Biological Sciences, and Terrace Plaza.

The backfill included several renewal objectives, each mindful of adjacencies issues, schedule impacts, and decant logistics. This iterative process ensured critical backfill objectives could accommodate spatial, programming, and infrastructure renewal requirements. The U of A is now in a position to conclude project scope assignments including leveraging application of matching funds for the federal Strategic Investment Fund grants.

Through effective resource planning and project stewardship, interest on the initial grant has accumulated to \$4.73 million. Based on the modified project scope requirements, the available interest funds will be transferred into the capital project to fulfill our ongoing scope obligations related to backfill initiatives within the health sciences precinct (decants, renovations, renewal programs) linked to Post-Secondary Strategic Investment Fund (SIF) funded projects.

As per the matrix below, overview authorization, in the form of a Capital Expenditure Authorization Request (CEAR), must be obtained for any capital project where the estimated cost is equal to or in excess of \$100,000. A Supplemental CEAR is required when a project experiences a change in funding sources or revised cost estimates.

Approval Level	Original CEAR or individual Supplemental CEAR Approval	Aggregate Total CEAR and Supplemental CEARs Approval
	<i>Up to and including:</i>	<i>Up to and including:</i>
Facilities and Operations Directors	\$500,000	\$750,000
Facilities and Operations Associate Vice-Presidents	\$1,000,000	\$2,000,000
Vice-President (Facilities and Operations)	\$2,000,000	\$4,000,000
BFPC	\$7,000,000	\$14,000,000
BG	Over \$7,000,000	Over \$14,000,000

**Natural Resources Engineering Facility (NREF) Renewal and Renovation  
Capital Expenditure Authorization Request (CEAR)**

---

**Recommendation**

This Supplemental CEAR is seeking approval for capital expenditure of \$4.73 million in accrued interest.