

## BOARD OF GOVERNORS

### **PUBLIC SESSION AGENDA**

Friday, January 29, 2021

ZOOM Videoconference Only

12:00 PM – 1:30 PM

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**Members** – Vacant (Chancellor), Geoff Payne (Interim President and Vice-Chancellor), Darwyn Coxson (Faculty Member), Paul Sanborn (Faculty Member), Allison Beswick (Order in Council), Aaron Ekman (Order in Council – CHAIR), Joel McKay (Order in Council), Michael Reed (Order in Council), Andrew Robinson (Order in Council – VICE-CHAIR), Gregory Stewart (Order in Council), Barbara Ward-Burkitt (Order in Council), Catherine Wishart (Order in Council), Garfield Staats (Undergraduate Student), Furqana Khan (Graduate Student), Joyce Henley (Employee)

1. **Chair's Remarks**

- Declarations of Conflict
- Correspondence Received

2. **Approval of Agenda**

*That, the Agenda for the Public Session of the January 29, 2021 meeting of the Board of Governors be approved as presented.*

3. **Approval of Minutes**

a. **Public Session Minutes of November 20, 2020 – page 3**

*That, the Public Session Minutes of the November 20, 2020 meeting of the Board of Governors be approved as presented.*

4. **Business Arising from Previous Public Session Minutes**

None

5. **Motions for Approval**

a. **2021/2022 UNBC Domestic and International Tuition Fees – R. Somani – page 8**

*Whereas s.27(2) of the University Act grants the Board the authority to set, determine and collect fees;*

*And Whereas the Government of British Columbia's Tuition Limit Policy, which currently limits domestic tuition and mandatory fee increases to 2%;*

*And Whereas the Tuition Limit Policy does not apply to the setting of International student tuition and mandatory fees;*

*Now therefore, on the recommendation of the President, and in compliance with the Government of British Columbia's Tuition Limit Policy the Board approves:*

- i) *the 2021/2022 Tuition Fee Schedule for the University of Northern British Columbia as presented including a differential fee increase for new international undergraduate students as presented in the fee schedule; and*
- ii) *implementation of previously approved multiplier of 1.4x for new international graduate students commencing their studies after August 31, 2022 as presented in the fee schedule.*

*Effective on approval of the Board.*

**6. Reports – Public Session**

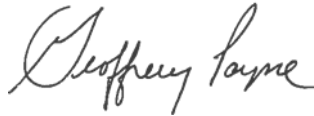
- a. Report of Audit and Risk Committee – G. Stewart, Chair

**7. Other Business**

**8. Adjournment**

BOARD OF GOVERNORS – PUBLIC SESSION

Approved for Submission:



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Geoff Payne  
Interim President and Vice-Chancellor

<b>Agenda Item:</b>	5.a. 2021/2022 UNBC Domestic and International Tuition Fees – R. Somani
<b>Material:</b>	<ol style="list-style-type: none"> <li>1. Briefing Note re: Proposed 2021/22 Tuition Fees</li> <li>2. Proposed 2021/22 Tuition Fee Schedule</li> <li>3. Province of British Columbia, Tuition Limit Policy</li> </ol>
<b>Motion:</b>	<p><i>Whereas s.27(2) of the University Act grants the Board the authority to set, determine and collect fees;</i></p> <p><i>And Whereas the Government of British Columbia’s Tuition Limit Policy, which currently limits domestic tuition and mandatory fee increases to 2%;</i></p> <p><i>And Whereas the Tuition Limit Policy does not apply to the setting of International student tuition and mandatory fees;</i></p> <p><i>Now therefore, on the recommendation of the President, and in compliance with the Government of British Columbia’s Tuition Limit Policy the Board approves:</i></p> <ol style="list-style-type: none"> <li><i>i. the <u>2021/2022 Tuition Fee Schedule</u> for the University of Northern British Columbia as presented including a differential fee increase for new international undergraduate students as presented in the fee schedule; and</i></li> <li><i>ii. implementation of previously approved multiplier of 1.4x for new international graduate students commencing their studies after August 31, 2022 as presented in the fee schedule.</i></li> </ol> <p><i>Effective on approval of the Board.</i></p>

## AGENDA ITEM BRIEFING NOTE

<b>Meeting Date:</b>	29 January 2021			
<b>Agenda Item:</b>	<b>Proposed 2021-22 Tuition Fees</b>			
<b>Prepared For:</b>	<input type="checkbox"/> Closed Session		<input checked="" type="checkbox"/> Public Session	
<b>Purpose:</b>	<input type="checkbox"/> Information	<input type="checkbox"/> Discussion	<input type="checkbox"/> Seeking Direction	<input checked="" type="checkbox"/> Approval
<b>Submitted By:</b>	Rahim Somani, Vice President, Finance and Administration			

### 1.0 KEY PRINCIPLES AND ASSUMPTIONS

**1.1 Domestic Undergraduate and Graduate Students:** Tuition fee increase is limited to the amount allowed under the Province of British Columbia Tuition Limit Policy, which is currently 2%.

**1.2 International Undergraduate Students:**

- a. **Existing students:** As per the previous practice, the tuition fee increase will remain consistent to the proposed increase for the domestic students (i.e. 2%) while maintaining the approved multiplier of 3.5x and 3.98x, as applicable.
- b. **New students:** Tuition fee for the new students is proposed to be set at 4% higher<sup>1</sup> than the 2020-21 fee rates for the incoming students. UNBC will provide financial assistance to eligible new students to limit the hardship due to higher fee and economic challenges arising from COVID-19 pandemic. By implementing differential/higher rate for the international students, the fixed multiplier will no longer be applicable.

**1.3 International Graduate Students:**

- a. The Board of Governors approved the multiplier of 1.4x for international graduate students for 2020-21; however, the implementation was deferred pending the finalization of support framework to implement the higher fee.
- b. For 2021-22, the tuition fee for international graduate students will remain the same as for the domestic graduate students.
- c. The approved multiplier of 1.4x will be implemented for new international graduate students commencing their studies after August 31, 2022 i.e. for the academic year 2022-23. This increase may be partly offset by additional scholarships and bursaries.

### 2.0 TUITION FEE SCHEDULE FOR APPROVAL

**2.1** The attached schedule presents the proposed tuition fees for 2021-22 for approval based on the assumptions outlined in section 1 above. It also presents the projected tuition fee rates for the subsequent four-year period, based on existing assumptions, for information purposes.

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<sup>1</sup> Other Post-Secondary Institutions including research and teaching universities in British Columbia increase the tuition fees for international students at a higher rate as compared to domestic students. UNBC will be implementing the differential/higher % increase for the first time, which is consistent with the historical practice of comparable post-secondary institutions.

# UNIVERSITY OF NORTHERN BRITISH COLUMBIA

## Proposed 2021/22 Tuition Fees

(proposed to the Board of Governors January 29, 2021)

	For Approval				For Information			
	2020/21	2021/22	Change (\$)	Change (%)	2022/23	2023/24	2024/25	2025/26
<b>UNDERGRADUATE</b>								
<b>Basic Tuition Per Credit Hour</b>								
- Domestic	184.43	188.12	3.69	2.0%	191.88	195.72	199.63	203.62
- International								
▪ Commencing Studies Between May 1, 2005 and August 31, 2019	645.51	658.42	12.91	2.0%	671.59	685.02	698.72	712.69
▪ Commencing Studies between September 1, 2019 and August 31, 2020	734.03	748.72	14.69	2.0%	763.69	778.96	794.54	810.43
▪ Commencing Studies September 1, 2021 Onward	-	763.40	-	-	793.94	833.64	875.32	919.09
<b>Post Baccalaureate Diploma Tuition Per Credit Hour</b>	271.19	276.61	5.42	2.0%	282.14	287.78	293.54	299.41
<b>Other Undergraduate Tuition Related Charges and Information</b>								
- Registration Deposit (Per Semester)	100.00	n/a	-	-	n/a	n/a	n/a	n/a
- International Deposit (One Time)	7,500.00	7,500.00	0.00	0.0%	7,500.00	7,500.00	7,500.00	7,500.00
- Course Challenge Fee	92.22	94.06	1.84	2.0%	95.94	97.86	99.82	101.82
- Co-operative Education Work Term Fees	553.29	564.36	10.86	2.0%	575.65	587.16	598.90	610.88
- BC Residents 65 and older								
▪ BC residents aged 65 or older eligible for admission, receive a waiver of tuition, subject to space availability								
- Withdrawal & Tuition Refund								
▪ 50% of tuition up to the date of withdrawal without academic penalty								
<b>GRADUATE</b>								
<b>- All Masters level programs not specifically noted</b>								
▪ Full-time unit	1,715.16	1,749.46	34.30	2.0%	1,784.45	1,820.14	1,856.54	1,893.67
▪ Part-time unit	906.59	924.72	18.13	2.0%	943.21	962.07	981.31	1,000.94
▪ Full-time unit - International		See note 1.3 (c)			2,498.23	2,548.19	2,599.15	2,651.13
<b>- Master of Arts in Disability Management, Master of Science in Community Health, and Master of Science in Nursing</b>								
▪ Full-time unit	2,175.76	2,219.28	43.52	2.0%	2,263.67	2,308.94	2,355.12	2,402.22
▪ Part-time unit	1,142.27	1,165.12	22.85	2.0%	1,188.42	1,212.19	1,236.43	1,261.16
▪ Full-time unit - International		See note 1.3 (c)			3,169.14	3,232.52	3,297.17	3,363.11
<b>- Master of Education</b>								
▪ Full-time unit	2,343.11	2,389.97	46.86	2.0%	2,437.77	2,486.53	2,536.26	2,586.99
▪ Part-time unit	1,230.14	1,254.74	24.60	2.0%	1,279.83	1,305.43	1,331.54	1,358.17
▪ Full-time unit - International		See note 1.3 (c)			3,412.88	3,481.14	3,550.76	3,621.78
<b>- Master of Engineering in Integrated Wood Design</b>								
▪ Full-time unit	5,203.13	5,307.19	104.06	2.0%	5,413.33	5,521.60	5,632.03	5,744.67
This program is full-time, with a minimum program fee of 3 (three) full-time units								
<b>- Master of Science - Engineering</b>								
▪ Full-time unit	1,715.16	1,749.46	34.30	2.0%	1,784.45	1,820.14	1,856.54	1,893.67
▪ Full-time unit - International		See note 1.3 (c)			2,498.23	2,548.19	2,599.15	2,651.13
<b>- Master of Social Work</b>								
▪ Full-time unit	2,008.39	2,048.56	40.17	2.0%	2,089.53	2,131.32	2,173.95	2,217.43
▪ Part-time unit	1,054.40	1,075.49	21.09	2.0%	1,097.00	1,118.94	1,141.32	1,164.15
▪ Full-time unit - International		See note 1.3 (c)			2,925.34	2,983.85	3,043.53	3,104.40

# UNIVERSITY OF NORTHERN BRITISH COLUMBIA

## Proposed 2021/22 Tuition Fees

(proposed to the Board of Governors January 29, 2021)

	For Approval				For Information			
	2020/21	2021/22	Change (\$)	Change (%)	2022/23	2023/24	2024/25	2025/26
<b>- Special Education Graduate Certificate</b>								
▪ Full-time unit	2,412.05	2,460.29	48.24	2.0%	2,509.50	2,559.69	2,610.88	2,663.10
▪ Full-time unit - International		See note 1.3 (c)			3,513.30	3,583.57	3,655.24	3,728.34
This certificate program is full-time, with a minimum program fee of 3 (three) full-time units								
<b>- Master of Business Administration</b>								
▪ Registration Deposit - Domestic and International	2,000.00	2,000.00	-	-	2,000.00	2,000.00	2,000.00	2,000.00
▪ MBA Program Tuition - Domestic	6,987.00	7,126.74	139.74	2.0%	7,269.27	7,414.66	7,562.95	7,714.21
▪ MBA Program Tuition - International	8,160.00	8,323.20	163.20	2.0%	8,489.66	8,659.45	8,832.64	9,009.29
▪ MBA Program Fee - Domestic and International	433.50	442.17	8.67	2.0%	451.01	460.03	469.23	478.61
▪ Pre-MBA Program Course Fee - Domestic	646.79	659.73	12.94	2.0%	672.92	686.38	700.11	714.11
▪ Pre-MBA Program Course Fee - International	743.81	758.69	14.88	2.0%	773.86	789.34	805.13	821.23
<b>Masters Time Extension - Per Semester - Domestic Only Except Where Noted</b>								
- All Masters level programs not specifically noted	1,715.16	1,749.46	34.30	2.0%	1,784.45	1,820.14	1,856.54	1,893.67
- Master of Arts in Disability Management, Master of Science in Community Health, and Master of Science in Nursing	2,175.76	2,219.28	43.52	2.0%	2,263.67	2,308.94	2,355.12	2,402.22
- Master of Education	2,343.11	2,389.97	46.86	2.0%	2,437.77	2,486.53	2,536.26	2,586.99
- Master of Social Work	2,008.39	2,048.56	40.17	2.0%	2,089.53	2,131.32	2,173.95	2,217.43
- Master of Business Administration	1,293.59	1,319.46	25.87	2.0%	1,345.85	1,372.77	1,400.23	1,428.23
- Master of Business Administration - International	1,487.63	1,517.38	29.75	2.0%	1,547.73	1,578.68	1,610.25	1,642.46
<b>Other Graduate Tuition Related Charges and Information</b>								
- Continuing Registration Fee - Domestic Only	604.03	616.11	12.08	2.0%	628.43	641.00	653.82	666.90
- Non-Degree Graduate Students	954.00	973.08	19.08	2.0%	992.54	1,012.39	1,032.64	1,053.29
- Non-Degree Graduate Students - International <sup>1</sup>	1,335.60	1,362.31	26.71	2.0%	1,389.56	1,417.35	1,445.70	1,474.61
- Graduate - Late Registration Fee	100.00	100.00	-	-	100.00	100.00	100.00	100.00
- BC Residents 65 and older								
▪ BC residents aged 65 or older eligible for admission, receive a waiver of tuition, subject to space availability								
<b>DOCTORAL</b>								
<b>Basic Tuition</b>								
- PhD basic full-time unit	1,715.16	1,749.46	34.30	2.0%	1,784.45	1,820.14	1,856.54	1,893.67
- PhD basic full-time unit - International		See note 1.3 (c)			2,498.23	2,548.20	2,599.16	2,651.14
The time extension fee for domestic students is equal to the basic full time unit, per semester								
<b>Other Doctoral Tuition Related Charges and Information</b>								
- Continuing Registration Fee - Domestic Only	604.03	616.11	12.08	2.0%	628.43	641.00	653.82	666.90
- Graduate - Late Registration Fee	100.00	100.00	-	-	100.00	100.00	100.00	100.00



## Tuition Limit Policy

Government has taken action to limit tuition and mandatory fee increases to the rate of inflation. The limit for tuition and mandatory fees is 2%.

<b>The tuition limit applies to:</b>	<ul style="list-style-type: none"> <li>Professional programs.</li> <li>Cost recovery/continuing education credentialed programs.</li> <li>All other credentialed and open enrolment programs.</li> <li>Mandatory fees, including capital construction support (e.g., building fees), consumable fees (e.g., fees charged for field trips and consumable supplies) and other mandatory fees (e.g., application fees and technology fees).</li> </ul>
<b>The tuition limit does not apply to:</b>	<ul style="list-style-type: none"> <li>International student tuition and mandatory fees.</li> <li>Third-party contracts.</li> <li>New programming (first year). Institutions may set the initial tuition and mandatory fee rate for new instructional programs (not amendments to existing programs). After the first year, tuition and mandatory fees will be subject to the tuition limit policy.</li> <li>Community/continuing education non-credentialed courses. Most of these are short-term courses offered in the evening or on the weekend (e.g., first aid, photography).</li> <li>Mandatory fees for student association or society fees (collected on behalf of student associations).</li> </ul>

## Tuition Limit Policy Application

Government introduced the tuition limit policy in 2005. In 2007, the policy was extended to include institutional and program mandatory fees.

Public post-secondary institutions are expected to ensure programs and courses are affordable and accessible for students. In accordance with applicable legislation, post-secondary boards (Boards) are responsible for setting, determining, and collecting tuition and mandatory fees within the tuition limit policy.

The following provides clarification on the application of the tuition limit policy as it relates to both new and existing programs and fees.

<b>Existing programs</b>	<ul style="list-style-type: none"> <li>Tuition and fees for existing programs and services must not increase more than the rate set by the policy.</li> </ul>
<b>Updates to Existing programs</b>	<ul style="list-style-type: none"> <li>Post-secondary institutions are expected to keep programs current. Updates to existing programs are considered part of this ongoing process and are expected to be achieved within the tuition limit policy.</li> </ul>
<b>Revised programs<sup>1</sup></b>	<ul style="list-style-type: none"> <li>It is recognized that, at times, substantial changes to a program may be necessary.</li> <li>An existing program that is substantially revised may be submitted to the Ministry for determination as to whether the program is new for the purposes of the tuition limit policy.</li> <li>Prior to introducing a new level of tuition, institutions must submit a written request to the Ministry for review,</li> </ul>

	<p>outlining the revisions that led to new or changed objectives, goals, learning competencies and outcomes for the program and students. Written request to include the following information on the understanding that additional information may be required.</p> <ol style="list-style-type: none"> <li>1. Rationale for the program change (include any changes that result from new requirements of regulatory or licensing bodies).</li> <li>2. Outline of the main program changes (e.g. new or changed objectives, goals and learning competencies for the program and students).</li> <li>3. Provide a "course mapping" (i.e. listing out existing courses besides a listing of new ones, including associated changes).</li> <li>4. Outline the tuition and mandatory fees (please list mandatory fees individually) for the revised program and how they compare to the current program. Outline how the tuition and mandatory fees for the revised program compare to similar programs in British Columbia (or outside of British Columbia, if there are no similar programs in British Columbia).</li> <li>5. Whether tuition and mandatory fees for courses that form part of other existing programs are being kept consistent to ensure students attending the same course in a different program are not paying a differential tuition and mandatory fee.</li> <li>6. The number of credits, hours and program length of the revised program and how it compares to the current program.</li> <li>7. Whether the revised program will be offered if it is not considered new under the tuition limit policy. Include the start date of the revised program.</li> <li>8. Impact the revised program would have on existing students (i.e. would the revisions cause any existing students to face a tuition fee increase part way through the program).</li> <li>9. Comparison of current and revised program changes (e.g. admission requirements, delivery method and other program requirements).</li> <li>10. If the revised program requires the hiring of new staff and faculty.</li> <li>11. Whether the revised program has been approved by the Education Council and Board of Governors.</li> <li>12. Outline the labour market demands for graduates of the revised program, how the program aligns with industry and student demand. Would the revised program create new employment opportunities? Would graduates have knowledge/technical skills that employers require in order to hire?</li> <li>13. When the former program was last revised.</li> <li>14. Other applicable information. <ul style="list-style-type: none"> <li>• Revised programs are evaluated by the Ministry and an independent third party reviewer to determine whether they are new for the purpose of the tuition limit policy.</li> <li>• When a revised program qualifies as a new program for the purpose of the tuition limit policy, the institution may establish tuition and mandatory fees for the first year that the program is offered and must apply government's tuition policy in subsequent years.</li> <li>• Specifically, the institution may establish tuition and mandatory fees for courses that form part of the new program and not part of any other existing program. Tuition and mandatory fee increases for any courses in the new program that form part of other existing programs must be kept within the rate set by the tuition limit policy. This ensures that students attending the same course in different programs are not paying a differential fee based on their program, reflecting the spirit of the tuition limit policy by keeping tuition and mandatory fees for existing programs to a minimum.</li> </ul> </li> </ol>
<b>New programs</b>	<ul style="list-style-type: none"> <li>• Boards establish the tuition amount for the first year, and the rate increase set by the policy applies thereafter.</li> </ul>
<b>New mandatory fees<sup>2,3,4</sup></b>	<ul style="list-style-type: none"> <li>• New mandatory fees may be introduced for new services if there is a clear benefit to students.</li> <li>• Proactive consultation and engagement with students should be undertaken prior to Board review and approval.</li> <li>• Institutions should also consult with the Ministry early in the process when new fees are being considered.</li> <li>• BC public post-secondary institutions are required to report details on any new mandatory fees to the Ministry as part of the annual tuition and fees reporting requirements. The report needs to be signed by the Vice President of Finance and/or Academics.</li> </ul>



Boards are responsible for ensuring that all requirements have been met before approving new tuition or mandatory fee amounts.

<sup>1</sup> Institutions are to ensure that revised programs go through the PSIPS and/or Degree Quality Assessment Board (DQAB) process as appropriate.

<sup>2</sup> Applies to any new mandatory fees that bring the total tuition and mandatory increase above the 2% rate set by the tuition limit policy.

<sup>3</sup> Mandatory fees are defined as those fees a student must pay to the institution in order to complete a program.

<sup>4</sup> Optional fees do not need to be reported.

## Related Links

- [Data & Research](#)
- [Budget Letters](#)
- [Mandate Letters](#)