REPORT OF THE PROPERTY AND FINANCE COMMITTEE

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FOR APPROVAL

1. Centre for Environment & Sustainability – Increase to Supplemental Fee for Master's Program

Recommended: That the Master of Environment and Sustainability supplementary fee increase to $2,000 effective September 2013.

Background:

The Centre for Environment and Sustainability is requesting an increase for the Master of Environment and Sustainability fee from $1,000 to $2,000 effective September 2013. This fee is included in the Supplemental Fee Schedule but the request was received after Board approval of the schedule in April.

This fee was first approved for the 2009-2010 academic year and was designed to offset some of the costs associated with field excursions and four-month work placements for the 25 students initially enrolled in the program.

Since that time, the following changes have occurred:

- Co-op placements were previously unpaid. Now all students receive payment for the co-op term.
- Program enrolment has increased and is expected be 45 for 2013-2014.
- The magnitude of the co-op program necessitates ongoing liaison with potential employers and monitoring of participants, resulting in the need for full-time, PMA-level staff support
- The cost of attending conferences such as "Sustainability Applied" as well as other venues were not incorporated into the original fee level
- The workshops that complement the academic courses offered to MES students are unique and lead to students receiving globally recognized accreditation in applying sustainability framework. It is being requested that $700 be added to the existing fee to cover these workshop costs.

In summary, the proposed increase in fee is due to the following components:

- Increasing the fee related to the co-op placement to $1,300
- Adding a component related to workshop costs of $700

FOR INFORMATION

2. **Professorship in Vascular Surgery**

A total of almost $570,000 (expendable) has been donated to support this Professorship. Mr. William H. Blair has pledged $250,000 over 10 years beginning in 2011, Medtronic of Canada Ltd. has pledged $250,000 over five years beginning in 2013, Dr. Rumi Faizer pledged $15,000 over five years beginning in 2012 and approximately $4,535 has been donated through memorial gifts in honour of Dr. William Jamieson. A chart demonstrating how funds will be received is included.

Funds provided will support the salary and benefits of the holder of the Professorship in Vascular Surgery for an initial appointment of three years with the option to renew for an additional three years at the conclusion of the appointment or appoint a new Professor in Vascular Surgery for a period of three years. Funds will be allocated to the holder of the Professorship on a flexible basis ranging from $60,000 to $85,000 per year. The Professorship will conclude when all available funds have been utilized.

Effective Date: July 1, 2013

The creation of the Professorship in Vascular Surgery will enable Western to recruit and/or retain a leading vascular surgeon to oversee research and educational activities. Western is committed to shaping the future of health care, wellness and medical discovery by developing and mentoring Canada's next generation of surgeons, providing them with a solid knowledge base in surgical care, technical excellence and critical appraisal skills while fostering a culture of lifelong learning and compassionate care.

The administration of the spending of resources will be the responsibility of the Chair of the Division of Vascular Surgery and the Dean of the Schulich School of Medicine & Dentistry.

Appointments to the Professorship will be conducted in accordance with the relevant policies and procedures of the University and will be for an initial three-year term, after which the Professorship in Vascular Surgery with the option of renewal or a new appointment.

The Professorship in Vascular Surgery, through the University, will report annually to the donors regarding his/her activities and the impact of their donation.

Chart showing receipt of gifts to the Professorship in Vascular Surgery over time:

Funds Donated	**2011**	**2012**	**2013**	**2014**	**2015**	**2016**	**2017**	**2018**	**2019**	**2020**
Blair	$25,000	$25,000	$25,000	$25,000	$25,000	$25,000	$25,000	$25,000	$25,000	$25,000
Medtronic			$50,000	$50,000	$50,000	$50,000	$50,000	$0	$0	$0
Faizer		$3,000	$3,000	$3,000	$3,000	$3,000	$0	$0		$0
Memorial Gifts		$4,535	$0	$0	$0	$0	$0	$0	$0	$0
Total funds available	$25,000	$57,535	$135,535	$213,535	$291,535	$369,535	$444,535	$469,535	$494,535	$519,535

3. **Beattie Professorship – Name Change**

At its meeting of March 19, 2013, the Property and Finance Committee approved the terms of reference for the Scott Beattie Professorship in Marketing, in the Richard Ivey School of Business. The donor has requested that the name be changed to the Scott & Melissa Beattie Professorship in Marketing.

4. **UHIP Fees 2013-2014**

Each year, as part of the budget approval process, the Property and Finance Committee reviews and recommends to the Board of Governors for approval various supplementary fees. These fees cover items such as printed course packs, dental instrument kits, special activities, co-op placements, etc. These fees are often variable and the amount of an individual fee may not be known in April/May.

The Property & Finance Committee has delegated authority from the Board of Governors to deal with proposed supplementary and ancillary fees that are not available at the time the budget is approved. New fees or continuing fees that are more than 10 per cent greater than the amount estimated in the budget document are submitted to the Committee for approval. Continuing fees that are lower than the estimated amount or no more than 10 per cent higher are reported to the Committee for information. The proposed UHIP fees for 2013-14 (see below) fall into the latter category. There is no change in the fees from last year.

University Health Insurance Plan for International Students		2012-2013 Amount	2013-2014 Amount	% Change
Undergraduates, Full-time and Part-time	12 month term	684.00	684.00	0.00%
Graduates, excluding MBA	Per term	228.00	228.00	0.00%
Graduates, MBA	12 month term	684.00	684.00	0.00%
Exchange students	Per term	228.00	228.00	0.00%

5. **New Supplemental Fees**

The Supplemental Fee Schedule for 2013-2014 was approved as part of the budget approval process at the April meeting of the Board of Governors. The following are additions to that schedule.

Rescheduled Distance Studies Exam Fee	$ 83.50
Visiting Graduate (Research Only) Processing Fee	$ 150.00
Visiting Undergraduate (Research Only) Processing Fee	$ 150.00

6. **Dental Kit Fees 2013-2014**

The following Dental Kit Fees for 2013-2014 were approved by the Property and Finance Committee on behalf of the Board of Governors.

		2012-2013 Amount	2013-2014 Amount	% change
Schulich School of Medicine and Dentistry				
Dental Kits	Year 1	10,825.00	11,150.00	3.0%
Dental Kits	Year 2	11,500.00	11,850.00	3.0%
Dental Kits	Year 3	2,500.00	2,575.00	3.0%
Dental Kits	Year 4	600.00	615.00	2.5%
Internationally Trained Dentists Program	Year 1	19,000.00	19,500.00	2.6%

7. **Ancillary Financial Report**

See **Annex 1**.

8. **Quarterly Ratio Report on Non-Endowed Funds**

See **Annex 2**.

9. **Investment Committee Report**

See **Annex 3**.

10. **Quarterly Financial Report (Operating Budget)**

See **Annex 4**.

11. **New and Revised Scholarships and Awards**

See **Annex 5**.