Federation of Students’ Board Agenda
Special Meeting
SLC 1106, University of Waterloo
Chair: President Beauchemin  Secretary: Secretary Easton

ATTENDANCE

Please convey regrets to the Chair of the Board at chair@feds.ca.

Expected Attendees:

- President Beauchemin
- General Manager Burdett+
- Director De Sousa
- Secretary Easton
- Director Eyre
- Vice President Fitzpatrick

+ Non-Voting Resource Member

Expected Absences:

- Director Parmar*

*Regrets

ORDER OF BUSINESS

Public Session

Preliminaries

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Preliminaries

Approval of the Agenda (Assumed)  
Oral Conflict of Interest Declaration (Information)

General Orders

Dental Plan Fee (Decision)  
Legal Protection Service Plan Fee (Decision)  
Overhead Fee for Administered Fees (Decision)

Public Session (Decision)

Adjournment (Decision)
Public Session

Preliminaries

Call to order

The Chair calls the meeting to order at 6:00 PM.

Approval of the Agenda

The Chair assumes the Agenda.

Secretary’s Note: No new business can be added to the agenda of a Special Meeting.

Territorial Acknowledgement

Pursuant to Federation Policy 50, Indigenous Engagement and Inclusivity, the Federation of Students’ Board of Directors acknowledges:

*The University of Waterloo is on the traditional territory of the Neutral, Anishnaabeg, and Haudenosaunee peoples. The University of Waterloo is situated on the Haldimand Tract, land promised to the Six Nations, which includes six miles on each side of the Grand River.*

Oral Conflict of Interest Declaration

In accordance with Procedure 2, §II(6), the Chair poses the following question:

*In relation to any of the items of business on the agenda for this meeting, does any Director have an actual, perceived, or potential conflict of interest?*

Remarks of the Chair

Rules and conduct of Special Meetings.

General Orders

Amendments to Procedure 13

Be it resolved that the Board approves of amendments to Procedure 13, Fee Increases, as presented.

Submitted By: Vice President Velling and Chairman Plante
UPASS Fee

For Information: Increase of the UPass fee to $98.60, effective 1 September 2019, pursuant to contract with the Regional Municipality of Waterloo. (Vice President Velling)

Confidential Session

Be it resolved that the Board enters confidential session.

Preliminaries

Approval of the Agenda

The Chair assumes the Agenda.

Oral Conflict of Interest Declaration

In accordance with Procedure 2, §II(6), the Chair poses the following question:

"In relation to any of the items of business on the agenda for this meeting, does any Director have an actual, perceived, or potential conflict of interest?"

General Orders

Dental Plan Fee

Motion: Dental Plan Fee

Legal Protection Service Plan Fee

Motion: Legal Protection Service Plan Fee

Overhead Fee for Administered Fees

Motion: Overhead Fee for Administered Fees

Public Session

Be it resolved that the Board leaves confidential session.
ADJOURNMENT

Be it resolved that the Chair adjourns the meeting.
Board Procedure 13 FEE INCREASES

Version History:
Enacted March 6, 2012
Reviewed January 22, 2018
Amended April 25, 2018

I. General

1. All fee changes shall be evaluated and agreed upon with the principles of affordability, predictability and access for students. The Board of Directors will seek to maintain an affordable suite of fees, without harming the ability of the Federation to deliver services, or endanger the long-term financial wellbeing of the Corporation.

2. This procedure is intended to guide the Board’s approach to, and final decisions, in changes to student fees.

II. Implementation

1. Changes to the Federation of Students fee shall be ratified by a vote at a General Meeting.

   1. Changes to the Federation of Students fee shall be subject to the following specifications:
      a. Increases in an amount less than or equal to the annual increases of the Consumer Price Index of Canada according to Statistics Canada for the calendar year immediately previous (CPI of Canada) shall be ratified by the Students’ Council or by a General Meeting;
      b. Increases in an amount exceeding the annual increases of the CPI of Canada shall be ratified by Referendum or by a General Meeting, provided that:
         i. No specific increment to member dues rejected by a Referendum may be added to the orders of a General Meeting within one (1) year of such.
         ii. Notwithstanding the above, increases due to staff salary growth shall be presented separately from all other increases, and may be ratified by the Students’ Council.
      c. Annual increases of a percentage increment less than or equal to the increase in the CPI of Canada and other changes shall be both approved by the Board and ratified by separate motions.

2. The following fee increase structure applies to the following administered fees by the Federation of Students, including:
   a. The UPASS Fee;
   b. The Health Plan Fee;
   c. The Dental Plan Fee;
   d. The Legal Protection Service Plan Fee;
   e. Student Refugee Program;
f. All fees pertaining to overhead costing for existing administered fees.

3. Changes to administered fees for insurance programs which are reflective of the actual or projected plan costs and are greater than the amount indicated Section II(4) of this procedure, may be expressly approved by a two-thirds (2/3) majority vote of the Board of Directors.

4. Exempting adjustment for changes in the Consumer Price Index of Canada, changes to all administered fees shall be bound by the following conditions:
   a. If the fee is currently less than $29.99, the fee may change by 10%, up to a maximum of $2.00, by a simple majority vote of the Board of Directors.
   b. If the fee is currently less than $99.99, the fee may change by 15%, up to a maximum of $6.50, by a simple majority vote of the Board of Directors.
   c. If the fee is currently greater than $100.00, the fee may change by 7%, up to a maximum of $8.50, by a simple majority vote of the Board of Directors.
   d. Any proposed change beyond these limits shall require ratification via a Referendum or a General Meeting after receiving two-thirds (2/3) majority approval of the Board of Directors.

5. Any contracts or agreements authorized by the Board of Directors must comply with the above provisions and approval of the contract shall confer authorization for any annual increases named therein.

III. Exceptions

1. The Vice President Operations & Finance shall, once per fiscal year, authorize increases to the administered fees for insurance programs reflective of changes in the Consumer Price Index of Canada according to Statistics Canada for the calendar year immediately previous.