



Mandatory Non-Instructional Fee (MNIF) 2024 Report Companion Document

Executive Summary

Background

Mandatory Non-Instructional Fees (MNIFs) are fees students pay for specific goods or services that enhance the student experience. They are not related to instruction in a specific program and are not optional. The three MNIFs paid by all students at the University of Calgary (University) are Student Services, Active Living, and Athletics. There is also an MNIF paid by Faculty of Law students.

In addition to the annual MNIF compliance reporting required to the Ministry of Advanced Education, the University publishes an annual report for students providing detailed information on the goods and services supported by the MNIFs, the revenues generated to offset the costs of the goods and services, as well as the expenditures associated with the goods and services provided. Given the complex decentralized management of the University's budget, each unit that provides goods and services subsidized by MNIF revenue is required to submit the total expenditure incurred to deliver specific or groups of related goods and services, along with a brief description of the goods and/or services supported. The annual report demonstrates continued compliance with *The Post-Secondary Learning Act*, specifically that the total MNIF revenue received by the University does not exceed the cost of delivery of eligible goods and services.

Updated Reporting Templates

As a part of the Tuition and Fees Consultation Process in the Fall of 2022, the Students' Union requested a change in the format of the University MNIF reports to:

- Standardize the format and reporting mechanism used for all MNIF reports.
- Improve the reports' readability and utility to students by providing more specific information regarding the goods and services provided.
- Increase clarity between gross and net expenditure, and direct and indirect costs.

In response, since 2022-23 the University MNIF reports use an updated government standardized template that differentiates between gross and net expenditures (reported as "other revenue", where applicable), and direct and indirect costs. Furthermore, our student-facing reports provide greater detail on the goods and services that each unit provides. The University is committed to openness and transparency in its planning and budgeting processes, including the identification and report of students' fees generated through tuition, fees and MNIFs.

General Notes for the 2023-24 MNIF Reports

2023-2024 Total Expenses and Revenues: All MNIF reports show overall net deficits for the fiscal year ending March 31, 2024. This means that the cost of delivery of the goods and services exceeded the total revenues collected (MNIFs and other revenue). In all cases, the MNIF-eligible suites of goods and services were subsidized by other funding sources.

2023-2024 changes from 2022-2023: The change in expenses incurred by units to deliver MNIF-eligible goods and services between 2023-23 and 2023-24 are shown in each report. For some units/services, there has been a significant change from 2022-23 due to the following common factors:

- Changes in salary expense due to position vacancies and timing of new hires and merit and cost-of-living salary adjustments (annual increases).
- Expansion of enrolment and the changing demographics and needs of the student body.

Indirect costs: The 2023-24 MNIF reports differentiate between direct and indirect costs for service provision in alignment with the most recent MNIF reporting guidelines from the Government of Alberta. “Indirect Costs” include but are not limited to the costs of: heat, light and water; cleaning; general liability, property damage and other insurance; departmental administrative support; legal and financial administration; environmental health and safety services; IT services; and building maintenance services. The 40% amount reported as “indirect costs” is the same percentage reported to the Government of Alberta in our annual financial reporting and is consistent with the percentage advocated by national peers (i.e., the U15) to be applied to such things as research overhead. Reporting costs in a similar manner creates consistency in reporting to the government and students and provides for more transparent year-over-year comparisons.

Specific Notes for the 2023-24 MNIF Reports

MNIF Student Services FY23-24

- The Student Services fee supports the provision of ongoing services from the Office of Registrar (OR), Student Services, Student Success Centre, Student Accessibility Services, Centre for Career and Personal Development, International Student Services, UCI Study Aboard/Global Learning Services, Writing Symbols Lodge, Indigenous Student Access Program, Women’s Resource Centre, Student Wellness Services, Faculty of Graduate Studies (FGS), and Environmental Health/Safety/Compliance.
- For the fiscal year 2023-24, the University generated a total of \$24.2 million in Student Services revenue and incurred related expenses (direct and indirect) of \$30.7 million in the delivery and provision of those services of direct benefit to students. This resulted in a difference of \$6.5 million. The difference was supported by other funding sources of the University.
- In general, the increase in revenue is driven by both growth of enrolment and increase to the MNIF fee, and the variance in expenses is largely impacted by annual salary increments and filling position vacancies over the reporting period.
- Office of the Registrar (OR) – In 2023-24, approximately 19% of Student Services fee was used to support the OR, in which 59% of the revenue was allocated to support the Enrolment Support Services. These services provide front-facing administration and advising for course registration, student financials, student financial support, examinations, and student records.
- Student Services - The amount of increase in the Student Services is a result of Sexual and Gender Based Violence Prevention and Support being reported in current year. In the prior year, this service was reported under Student Wellness Services.
- Writing Symbols Lodge (WSL) - WSL helps Indigenous students succeed by providing academic,

personal, and cultural support services. Their welcoming doors also offer a supportive learning environment for the whole campus and the greater UCalgary community. The services available in WSL have been enhanced through the hiring of a specialist position to support Indigenous Students success.

- Indigenous Student Access Program (ISAP) - ISAP is a one-year program that provides an alternate access route for eligible Indigenous students. Learners who are part of an ISAP cohort are provided with first-year university classes, coupled with enhanced academic support, such as advising, tutoring, career advising, dedicated workshops and individualized success planning. It also includes access to cultural support, such as the ability to connect with Elders, cultural wellness, and resources.
- The variance in expenses for student supports from FGS was driven by an expansion of supports to reflect the increasing graduate student enrolment and complexity of increased international student needs.

MNIF Active Living FY23-24

- The Active Living fee supports the provision of ongoing services from Active Living Operations, Aquatic Centre, Outdoor Centre (climbing and bouldering walls), Fitness Centre, Kinetix Fitness & Wellness Centre, Olympic Oval, Racquet Centre, and Student and Client Services. This fee is assessed to all on-campus graduate and undergraduate, and full-time and part-time students.
- For the fiscal year 2023-24, the University generated a total of \$4.6 million in Active Living revenue and incurred related expenses (direct and indirect) of \$6.8 million in the delivery and provision of those services of direct benefit to students. This resulted in a difference of \$2.2 million. The difference was supported by other funding sources of the University.
- In 2023-24, as the campus was back to normal with all students back in person, there is a significant increase in MNIF expense, due to the continuous improvement on locker replacement, Fitness Centre desk replacement and pool chlorination decommission.
- In addition, 2023-24 costs are reflective of 'full' operations, where some staff positions were still vacant or partially vacant in previous years. The increase in salary expense is due to change in staff positions to respond to students' demand and to enhance students' campus experiences.
- Active living generates "other revenue" through facility rentals, program registration, memberships, and other services, such as revenue generated from locker rentals, third-party pool bookings, adult climbing programs, and public memberships are captured in "other revenue" and are used to offset the cost of operating and keep the student fees as low as possible.

MNIF Athletics FY23-24

- The Athletics fee supports the provision of ongoing services from Dino Athletics Operations, Excellence & Sports Science, Varsity Sports, and events and programming.
- For the fiscal year 2023-24, the University generated a total of \$4.9 million in Athletics revenue and incurred related expenses (direct and indirect) of \$8.5 million in the delivery and provision of those services of direct benefit to students. This resulted in a difference of \$3.6 million. The difference was supported by other funding sources of the University.

- In 2023-24, operating expenses remain relatively constant regardless of increase of inflation. Increase in expense to events and programming due to increase spendings to event marketing and communication, which help to support community events, sports, and athletics.

MNIF Law Career Services FY23-24

- The Law Career Services fee supports the provision of ongoing services from Law Career Services.
- For the fiscal year 2023-24, the University generated a total of \$66,025 in Law Career Service revenue and incurred related expenses (direct and indirect) of \$176,607 in the delivery and provision of those services of direct benefit to Faculty of Law students. This resulted in a difference of \$110,582. The difference was supported by other funding sources of the University.
- It is worth noting that 100% of the MNIF Law Career Services fee supports the Faculty of Law students. There is no substantial change in total expenses in 2023-24, compared to previous year. A portion of the “other revenue” is derived from sponsorship donations, which changes from year to year.

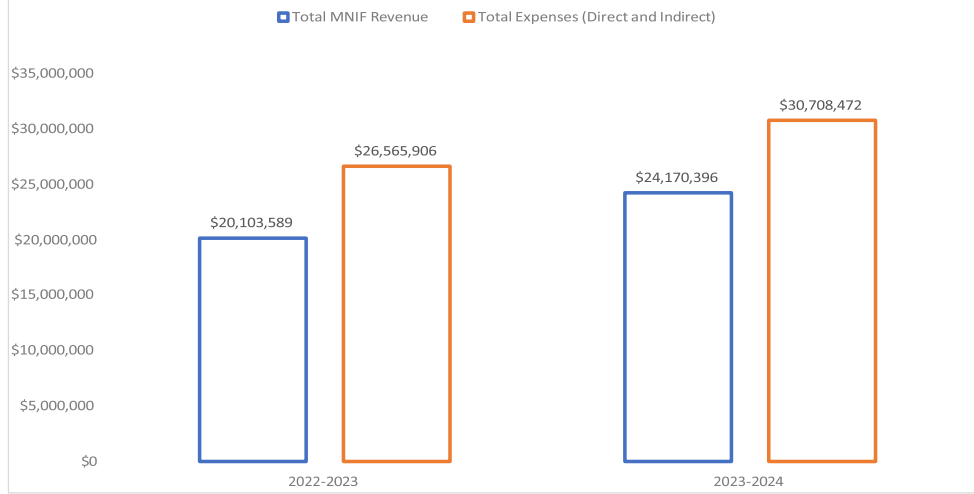
Conclusion

The University is committed to providing transparency regarding the use of MNIFs and ensuring that MNIF revenue is used effectively and efficiently in support of the University student experience. In this report, data table and figures are presented as below, including:

- 2023-24 MNIF-Supported Service Total Revenue and Expenses (see Table 1)
- 2022-23 to 2023-24 Student Services, Total MNIF Revenue and Expenses (see Figure 1)
- 2023-24 Student Services, MNIF Eligible Direct Expenses (see Figure 2)
- 2023-24 Active Living/Campus Recreation, MNIF Eligible Direct Expenses (see Figure 3)
- 2023-24 Athletics, MNIF Eligible Direct Expenses (see Figure 4)
- 2023-24 Law Career Services, MNIF Eligible Direct Expenses (see Figure 5)

Table 1: 2023-2024 MNIF-Supported Service Revenue and Expenses			
Student Services Fee	\$		20,571,473
Other Revenue	\$		3,598,923
		Total MNIF Revenue and Other Revenue	\$ 24,170,396
Student Services	Direct Cost	Indirect Cost	
Office of the Registrar	\$ 4,165,606	\$ 1,666,242	
Student Services Administration	\$ 860,994	\$ 344,398	
Student Success Centre	\$ 2,263,837	\$ 905,535	
Student Accessibility Services	\$ 1,533,409	\$ 613,364	
Centre for Career and Personal Development	\$ 1,720,786	\$ 688,314	
International Student Services	\$ 450,011	\$ 180,004	
UCI Study Aboard / Global Learning	\$ 1,631,483	\$ 652,593	
Writing Symbols	\$ 305,862	\$ 122,345	
Indigenous Student Access Program (ISAP)	\$ 86,312	\$ 34,525	
Women's Resource Centre	\$ 123,981	\$ 49,592	
Student Wellness Services	\$ 2,638,046	\$ 1,055,218	
Faculty of Graduate Studies	\$ 4,349,510	\$ 1,739,804	
Environmental Health/Safety/Compliance	\$ 1,804,786	\$ 721,915	
	Total Expenses	\$ 21,934,623	\$ 8,773,849
	Total Surplus/(Deficit)		\$ (6,538,076)
	Deficit Supported by the Base Operating Funding		\$ 6,538,076
	Balance		\$ -
Active Living Fee	\$		3,284,957
Other Revenue	\$		1,319,240
		Total MNIF Revenue and Other Revenue	\$ 4,604,197
Active Living	Direct Cost	Indirect Cost	
Active Living Operations	\$ 803,315	\$ 321,326	
Aquatic Centre	\$ 813,297	\$ 325,319	
Outdoor Centre Climbing and bouldering Walls	\$ 235,400	\$ 94,160	
Fitness Centre	\$ 985,337	\$ 394,135	
Kinetix Fitness & Wellness Centre	\$ 41,059	\$ 16,424	
Olympic Oval	\$ 31,526	\$ 12,610	
Racquet Centre	\$ 222,543	\$ 89,017	
Student & Client Services	\$ 1,727,973	\$ 691,189	
	Total Expenses	\$ 4,860,450	\$ 1,944,180
	Total Surplus/(Deficit)		\$ (2,200,433)
	Deficit Supported by the Base Operating Funding		\$ 2,200,433
	Balance		\$ -
Athletics Fee	\$		3,476,101
Other Revenue	\$		1,405,249
		Total MNIF Revenue and Other Revenue	\$ 4,881,350
Athletics	Direct Cost	Indirect Cost	
Dino Athletics Operations	\$ 798,254	\$ 319,302	
Excellence & Sports Science	\$ 1,158,416	\$ 463,366	
Events and Programming	\$ 1,054,009	\$ 421,604	
Varsity Sports	\$ 3,051,493	\$ 1,220,597	
	Total Expenses	\$ 6,062,172	\$ 2,424,869
	Total Surplus/(Deficit)		\$ (3,605,691)
	Deficit Supported by the Base Operating Funding		\$ 3,605,691
	Balance		\$ -
Law Career Services Fee	\$		59,775
Other Revenue	\$		6,250
		Total MNIF Revenue and Other Revenue	\$ 66,025
Law Career Services	Direct Cost	Indirect Cost	
Law Career Services	\$ 126,148	\$ 50,459	
	Total Expenses	\$ 126,148	\$ 50,459
	Total Surplus/(Deficit)		\$ (110,582)
	Deficit Supported by the Base Operating Funding		\$ 110,582
	Balance		\$ -
	Total MNIF Revenue	\$	27,392,306
	Total Other Revenue	\$	6,329,662
	Total MNIF Eligible Expenses	\$	46,176,750
	Total Deficit Supported by the Base Operating Funding	\$	12,454,782

Figure 1: 2023-23 to 2023-24 Student Services, Total Revenue and MNIF Expenses



Please note that in 2023-24 there was a change in calculation methodology for some categories. If 2022-23 figures were adjusted based on 2023-24 calculation methodology, total MNIF revenue would be \$22,108,193 and total expenses would be \$28,033,878.

Figure 2: 2023-24 Student Services, MNIF Eligible Direct Expenses

