



Policy Name:	Student Infrastructure Fee Terms of Reference		
Category:	USC	Policy #	USC-3

1. Preamble

In March of 2003 a referendum was held which empowered the University of Saskatchewan Students' Union (USSU) to begin collecting a Student Infrastructure Fee. The purpose of this fee is to ensure that the USSU is able to expand and maintain its facilities in a sustainable manner. In the fall of 2007, the fee was increased to enable construction of new space, contiguous with the current Place Riel Student Centre Building, and to renovate the existing building. Students have made a thirty-year commitment to collect an infrastructure fee per student per term to service a debt of 18.3 million dollars for renovation and expansion. However, the USSU's administrative team and the auditors recommend that the fee be permanent in order to provide continual contributions to a building reserve fund.

The funds collected through the Student Infrastructure Fee are to be maintained within a separate trust fund (Student Infrastructure Fund) managed by the USSU on behalf of past, current and future students. The fund is to be governed by the USSU's financial policies and practices. As per University Students' Council (USC) minutes of October 9, 2008 and as allowed by the Bylaw, the USSU will increase the fee by Saskatoon Consumer Price Index yearly, at the beginning of the fall term.

2. Expenditures

The Student Infrastructure Fee and the Student Infrastructure Fund are to be used for planning and design, capital purchases, renovations, and building construction relating to USSU facilities only.

3. Release of Funds

In normal circumstances and in order to release funds from the Student Infrastructure Fund, a motion must be made to this effect by USC at least one week prior to voting at a regular council meeting.

4. Release of Funds for the Capital Projects

Due to the complexities of capital infrastructure projects, permission from University Students' Council to proceed shall be given on a project basis rather than on the basis of each \$1,000.00 expenditure. Thus, for the purposes of capital infrastructure projects, Article 3 is suspended. Capital infrastructure projects will be supervised by the professional staff of the USSU with executive oversight from the VP Operations and Finance. Project progress and budget updates will be reported on to USC at regular, agreed upon intervals.

5. Reserve

Any excess of revenues over expenses will accrue in a reserve fund to be maintained at First Nations Bank of Canada under the terms of reference articulated in the USSU's Investment Policy. This reserve may be used for the following purposes once permission to do so has been obtained, by motion, from USC.

- a. Ongoing Infrastructure Projects to maintain in excellent condition Place Riel and the Memorial Union Building; and,
- b. To pay down the principal on the USSU's mortgage, jointly held by TD Canada Trust and First Nations Bank of Canada, should the terms of the Bankers' Acceptance (ISDA) allow.

6. Amendments of Terms

The authority to amend the terms of reference for the Student Infrastructure Fee is held by the USSU's University Students' Council (USC). In order to amend the terms, a motion must first be endorsed by a majority of the USSU's Finance and Assessment Committee. The motion must then be presented separately to the USC, at least one week prior to voting at a regular council meeting, and passed by a 2/3 majority of all voting members of council.

Contact Information:	Vice President Operations & Finance: (306) 966-6967		
Policy Authority:	University Students' Council		
Approvals	Board/Committee	Date	Motion
Created/Adopted	USC	04/03/2003	USC247
Amended	USC	03/13/2008	USC155
Amended	USC	01/26/2012	USC121
Amended	USC	09/13/2018	USC012