



UNIVERSITY
of Prince Edward
ISLAND

Operating Budget for the 2019-2020 Fiscal Year



Index

Message from the President and Vice-Chancellor	02
Budget Highlights	04
Budget Financials	08
Operating Revenues	11
Operating Expenditures	17
Appendix A – Tuition Rates and Fees	18
Appendix B – Atlantic Veterinary College	22
Appendix C – Ancillary Enterprises	23
Appendix D – Operating Budget by Unit	24



Message from the President and Vice-Chancellor

The conclusion of the 2018–19 academic year at the University of Prince Edward Island is fast approaching, and, with Convocation around the corner, I am looking forward to celebrating the accomplishments of our students, faculty, and staff.

We are also nearing the end of the fiscal year, signifying the culmination of several months of budget planning, which began with broad consultation with the Vice-Presidents, Deans, and Directors. After gathering information from across campus, we made the best decisions possible to ensure that growth is sustainably managed and the burden of tuition costs on our students is minimized.

As a public institution, UPEI also works very closely with the Government of Prince Edward Island on shared priorities—including the attraction and retention of students from the Island, across Canada, and around the world—in order to develop a sustainable budget for the University. Last year, the Government announced a multi-year funding agreement, allowing us to better plan, and to plan earlier, because of our advance knowledge of the two per cent increase to UPEI's core operating grant. This support reflects the importance of postsecondary education to the future well-being of our province and we remain incredibly grateful for the Government's investment.

Therefore, due to the collaborative efforts of many, I am pleased to present, for the eighth year in a row, a balanced annual operating budget for the 2019–20 fiscal year. The budget document outlines how we will fund the operating expenditures of the University while identifying opportunities to invest in new strategic initiatives that expand our community impact and global reach. We remain true to our ongoing commitment to invest in our future.

Before I discuss these future opportunities, I would like to share some highlights from the past year.

Together, we have made wonderful progress in advancing our mission to provide outstanding experiential and research-driven learning opportunities for our students.

In 2018, we completed the transformation of Dalton Hall into the Student Experience Hub, an important and key component in serving prospective and current students, and in their successful completion of the enrolment process.

Along with members of the UPEI Strategic Planning Committee, I was energized after we engaged with members of our University community during our strategic plan renewal process, and then unveiled our guiding document, *UPEI Strategic Plan 2018–2023*. We are setting the bar higher and higher, and continue to develop ideas that align with our strategic priorities.

We can be proud of our ongoing gains in enrolment, and that our reputation as a leading university is growing locally, nationally, and around the world. We have welcomed the highest number of international students than ever before, and from more countries. We also have seen increases in the number of students from across Canada.

This growth can largely be attributed to our new programming, including a new Doctor of Psychology, MBA in Global Leadership, and Master in Sustainable Design Engineering. These program developments create ripple effects; for example, with the announcement of our PsyD program, the number of students enrolling in the Bachelor of Arts in Psychology has increased significantly.

To support this enrolment and program growth, UPEI has invested in people. We continue to attract and retain exceptional faculty and staff, and currently have the highest number of employees in history.

The Atlantic Veterinary College completed the fifth year of its 10-year funding agreement with the four Atlantic Provinces, enjoying great success. This year, for the first time, AVC met certain Key Performance Indicators (KPIs),



allowing for additional funding over and above the guaranteed one per cent funding increase to its general operating grant.

Looking ahead to 2019–20, we are projecting total operating revenues and total operating expenses of \$124.2 million, a record high.

Core revenue in the budget is allocated towards the cost of important University activities including student and ancillary services, faculties and schools, academic support, administration, and property/maintenance. We continue to work diligently to grow revenues to help offset these costs and pressures such as increased labour costs, important infrastructure upgrades, increasing supply costs, and inflationary pressures.

Healthy people mean a healthy university. In 2019–20, UPEI will continue to make investments to support a healthy and vibrant campus environment. Our University will continue to work with government, donors, faculty, staff, alumni, and students to develop new academic programs and grow our physical and mental health services. We do this by expanding our unique offerings and delivering them in innovative ways.

As we look to the future, I encourage you to reflect on what UPEI has achieved last year, but also over the last fifty years as we celebrate UPEI at 50. We will soon be completing the most ambitious fund-raising campaign in our history, INSPIRE!, and have received great support from the community, reaching our \$50 million goal early. The economic and cultural impacts of our students, faculty, staff, and alumni go well beyond our campus to communities across the Island. In addition, UPEI makes important contributions to the economies of PEI and Canada through our research agenda and expertise, and we look forward to continue working with our government counterparts to propel opportunities forward.

With every year, my amazement builds at how UPEI's innovation is having more and more impact. I sincerely thank all of our faculty and staff for their contributions to our University, and our students for choosing UPEI. As we celebrate our 50th anniversary in 2019, I hope that you will share my enthusiasm for our future initiatives and what they will mean to our University for the next 50 years.

Sincerely yours,

Dr. Alaa S. Abd-El-Aziz

President and Vice-Chancellor

University of Prince Edward Island



Budget Highlights

Introduction

The University of Prince Edward Island exists to better our community by developing people to their full potential. In 2019, the University will mark 50 years as a leader in education and research in our province, creating impact felt well beyond Island shores.

The 2019-20 Operating Budget has been developed with the intent to support the top five priorities of the University's 2018-2023 Strategic Plan. The top priorities for the next four years include:

- Education for a connected world
- Inclusive campus culture
- Scholarship, research and discovery
- Community partnerships
- Responsible growth and resource management.



Operating Context

The University of Prince Edward Island continues to be successful in attracting a wide variety of outstanding students. This growth has assisted in supporting the University's budget as tuition continues to be the second largest source of operating revenue. The University continues to rely on the provincial government for its largest source of revenue in the form of provincial government grants.

Beginning in 2018-19, the Government of PEI committed to a three-year funding agreement for the general operating grant of the University. The base provincial operating grant will be increased by 2% until 2020-21. In 2014, the four Atlantic provinces committed to a ten-year funding agreement for the Atlantic Veterinary College. These commitments to multi-year funding models better financial planning opportunities for the University.



The 2019-20 Operating Budget, as presented, is a balanced budget of revenues and expenditures.

This operating budget is founded upon the following assumptions:

1

The Government of PEI will increase its unrestricted operating grant to the University (excluding the Atlantic Veterinary College) by 2% (\$661,200).

2

The four Atlantic Provinces will increase the unrestricted operating grant to the AVC by 1.25% (\$256,300).

3

Other restricted and targeted grants will be adjusted as per individual agreements with the funders. Details are provided in Chart 3B.

4

Tuition and fees will increase as recommended in this budget (Appendix A). An increase has been budgeted for undergraduate enrolment revenues to reflect the growth in enrolments in 2018-19. Post-graduate tuition budgets have been adjusted on a program-by-program basis.

5

Salary and benefits budgets are based upon projected salary costs, step increments and benefit costs.

The University of Prince Edward Island Operating Budget has been reviewed through all regular University governance channels. The Budget Committee and the Board of Governors' Finance and Audit Committee recommend that this operating budget be approved by the UPEI Board of Governors at its regular April meeting.



Operating Budget Development

The Operating Budget is the University’s primary financial management tool. During development of the budget, long-term sustainability is a key area of focus.

The University develops its annual operating budget through a process of reviewing anticipated cost drivers, enrolments, and other key revenue inputs. Budget submissions are made from the university departments through the appropriate dean or director to their vice-president. These proposals are discussed and prioritized by the senior executive team of the University.

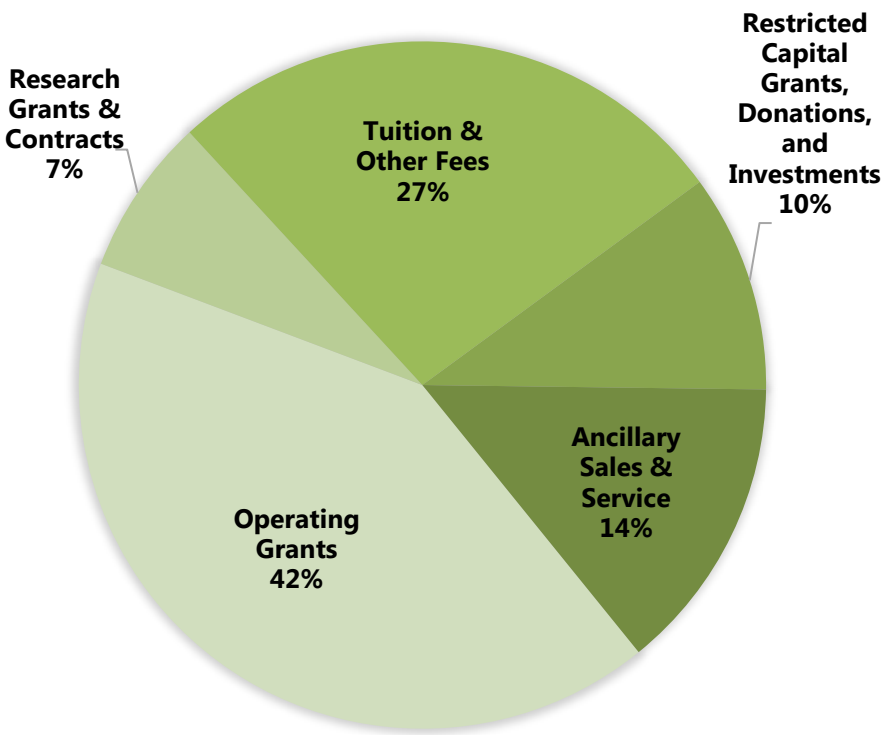


The Atlantic Veterinary College (AVC) operates with a separate operating budget (Appendix B). The AVC is now operating in its fifth year of a 10-year funding agreement with the four Atlantic Provinces. This agreement guarantees a 1% funding increase per annum in the general operating grant, plus allows for additional funding if certain Key Performance Indicators (KPIs) are met.

While this document represents the operating budget of the University, it is focused on the resources that support the operations. The University receives funds from other sources for sponsored research, capital projects, and endowments. As illustrated in **Chart 1A**, UPEI received \$147.8 million in revenues from all sources during the 2017-18 fiscal year.

Chart 1A – Actual Revenues from All Sources 2017-18

UPEI REVENUES (ALL SOURCES)
\$147.8 MILLION
2017-18 CAUBO REPORT DATA



UPEI OPERATING REVENUE BUDGET
\$124.2 MILLION
2019-20

As seen in Chart 1B (right), operating grants and tuition revenues represent the largest portion of the Operating Budget.

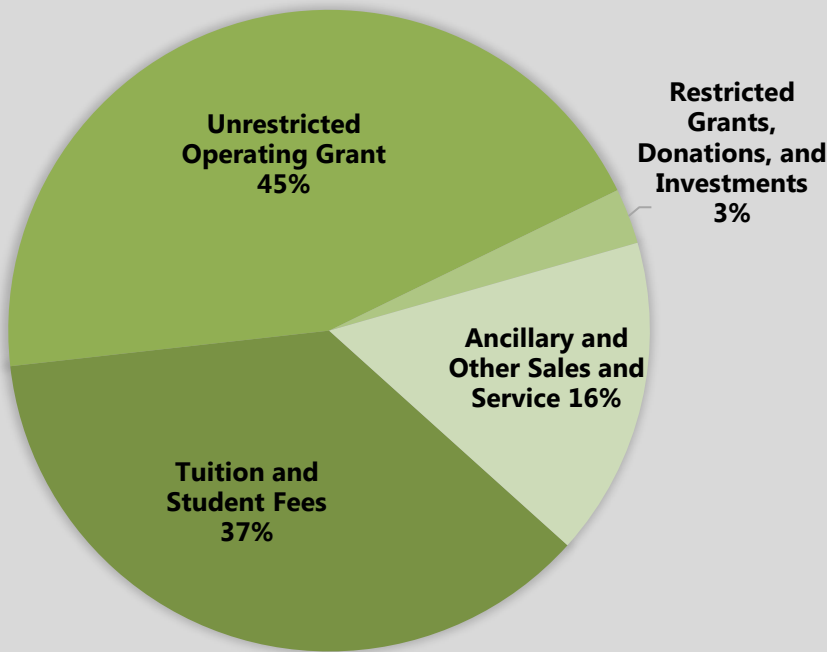
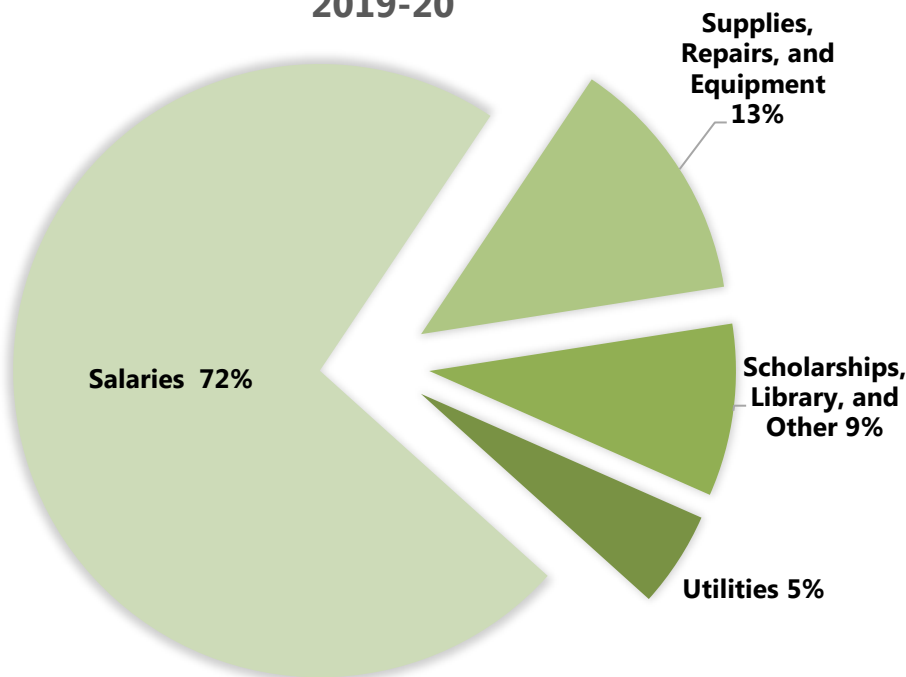


Chart 2 – UPEI Expenditure Budget 2019-20

UPEI OPERATING EXPENDITURE BUDGET
\$124.2 MILLION
2019-20



The core resource for any university is its workforce. UPEI is home to over 950 talented faculty and staff.

As seen in **Chart 2** (left), over 70% of the UPEI Operating Budget is allocated to salaries and benefits. Other major expenditures include utilities, departmental supplies, scholarships, equipment and debt financing, and library materials.



Budget Financials

University of Prince Edward Island 2019-2020 Operating Budget

		2018-19	2019-20	Increase/ (Decrease)
Gross Operating Revenues:				
Tuition and Student Fees	Schedule 1	\$42,934,099	\$45,418,793	\$2,484,694
Unrestricted Operating Grant	Chart 3A	54,403,891	55,321,342	917,451
Restricted Operating Grants	Chart 3B	2,869,012	2,869,012	0
Ancillary Sales	Schedule 2	7,825,016	7,865,178	40,162
Sales and Service	Schedule 3	11,382,274	12,089,394	707,120
Donations and Investment Income		630,517	586,517	(44,000)
Total Operating Revenues		\$120,044,809	\$124,150,236	\$4,105,427
Expenditures:				
Salaries and Benefits *	Schedule 4	\$86,060,320	\$89,985,499	\$3,925,179
Supplies		9,488,652	9,637,154	148,502
Equipment and Financing	Schedule 5	4,312,461	4,134,519	(177,942)
Library Books and Periodicals		1,439,359	1,475,598	36,239
Externally Contracted Services and Memberships		2,646,139	2,632,895	(13,244)
Professional Development and Training		765,713	755,519	(10,194)
Research Support *		278,676	293,373	14,697
Repairs and Maintenance		2,986,633	2,955,499	(31,134)
Scholarships		1,887,871	2,003,003	115,132
Travel		1,253,072	1,192,286	(60,786)
Utilities		6,624,894	6,648,403	23,509
Other	Schedule 6	2,301,019	2,436,488	135,469
Total Expenditures		\$120,044,809	\$124,150,236	\$4,105,427
Net Operating Balance		\$0	\$0	\$0

**2018-19 budgets have been restated for changes in budget practices for the University Research Chairs.*



Budget Schedules (Continued)

University of Prince Edward Island 2019-2020 Operating Budget

Schedule #1	2018-19	2019-20	Increase/ (Decrease)
Tuition and Student Fees			
Undergraduate Programs	\$23,445,440	\$24,549,130	\$1,103,690
Post-graduate Programs	2,892,239	2,467,339	(424,900)
International Fee	11,352,348	12,839,707	1,487,359
Non-credit Programs	1,879,047	1,979,047	100,000
Other Tuition and Fees	3,365,025	3,583,570	218,545
Total Tuition and Student Fees	\$42,934,099	\$45,418,793	\$2,484,694

Schedule #2	2018-19	2019-20	Increase/ (Decrease)
Ancillary Sales			
Residences and Conference Services	\$5,473,966	\$5,520,828	\$46,862
Bookstore	1,937,700	1,931,000	(6,700)
Parking	413,350	413,350	0
Total Ancillary Sales	\$7,825,016	\$7,865,178	\$40,162

Schedule #3	2018-19	2019-20	Increase/ (Decrease)
Sales and Service			
Veterinary Teaching Hospital	\$5,320,042	\$5,583,942	\$263,900
Diagnostic Services	2,668,624	2,743,624	75,000
Athletics and Recreation	648,300	623,300	(25,000)
Other Sales and Services and Recoveries	2,745,308	3,138,528	393,220
Total Sales and Service	\$11,382,274	\$12,089,394	\$707,120



University of Prince Edward Island 2019-2020 Operating Budget

Schedule #4	2018-19	2019-20	Increase/ (Decrease)
Salaries and Benefits			
Full-time and Part-time Teaching	\$36,388,719	\$37,448,813	\$1,060,094
Staff	32,717,919	34,724,572	2,006,653
Students	1,861,753	2,000,596	138,843
Benefits	15,091,929	15,811,518	719,589
Total Salaries and Benefits *	\$86,060,320	\$89,985,499	\$3,925,179

**2018-19 budgets have been restated for changes in budget practices for the University Research Chairs.*

Schedule #5	2018-19	2019-20	Increase/ (Decrease)
Equipment and Financing			
Equipment and Equipment Financing	\$2,620,750	\$2,511,950	(\$108,800)
Debt Financing	1,691,711	1,622,569	(69,142)
Total Equipment and Financing	\$4,312,461	\$4,134,519	(\$177,942)

Schedule #6	2018-19	2019-20	Increase/ (Decrease)
Other Expenditures			
Advertising	\$245,773	\$241,573	(\$4,200)
Bad Debts and Banking Fees	323,455	354,400	30,945
Equipment and Facility Rental	346,756	366,331	19,575
Insurance and Property Tax	307,025	307,225	200
Hospitality	198,027	206,493	8,466
Software and Licenses	879,983	960,466	80,483
Total Other Expenditures	\$2,301,019	\$2,436,488	\$135,469

Operating Revenues

Provincial Operating Grants

The Government of PEI provides general operating grants and restricted operating grants for specific programs. The Provinces of Nova Scotia, New Brunswick and Newfoundland and Labrador provide grants to the Government of PEI to fund the Atlantic Veterinary College under a four-party funding agreement. This ten-year agreement covers the period of 2014–2024 and provides the Atlantic Veterinary College guaranteed operating grants with annual increases in funding plus additional increases if certain Key Performance Indicators (KPIs) are met. Several of the KPIs are calculated using a three-year rolling average. For 2019-20, the AVC will receive a 1.25% increase in its operating grant based on the 2017-18 KPI calculations.



Chart 3A – UPEI Unrestricted Operating Grant

Unrestricted Annual Operating Grants			
Rounded (000's)			
Fiscal Year	General	Veterinary Medicine	Total
2016-17	\$32,881,000	\$20,018,000	\$52,899,000
2017-18	\$33,197,000	\$20,218,000	\$53,415,000
2018-19	\$33,984,000	\$20,420,000	\$54,404,000
2019-20	\$34,645,000	\$20,676,000	\$55,321,000

Chart 3B – UPEI Restricted Operating Grant

The University receives restricted grants for equipment and renovations that are part of its regular operations. UPEI also receives targeted multi-year funding from both the Federal and Provincial governments. **(Chart 3B)**

Restricted Operating Grants		
Rounded (000's)		
	2018-19	2019-20
Alterations, Renovations, and Equipment support	\$1,265,000	\$1,265,000
Graduate Program – AVC	\$815,000	\$815,000
B.Ed. – français langue seconde	\$389,000	\$389,000
Mental Health support	\$400,000	\$400,000
Total Restricted Operating Grants	\$2,869,000	\$2,869,000



Chart 3C – UPEI Restricted Capital Grants

The University receives annual capital grants from the Government of PEI to fund debt retirement for infrastructure loans. Only the restricted alterations and renovations and equipment grants are included in the annual operating budget. Capital maintenance and infrastructure grants support capital debt financing and are not part of the operating budget.

Restricted Capital Grants			
Rounded (000's)			
Fiscal Year	A&R/Equipment	Infrastructure Loan Support	Total
2016-17	\$1,265,000	\$3,468,000	\$4,733,000
2017-18	\$1,265,000	\$4,782,000	\$6,047,000
2018-19	\$1,265,000	\$4,704,000	\$5,969,000
2019-20	\$1,265,000	\$4,250,000	\$5,515,000

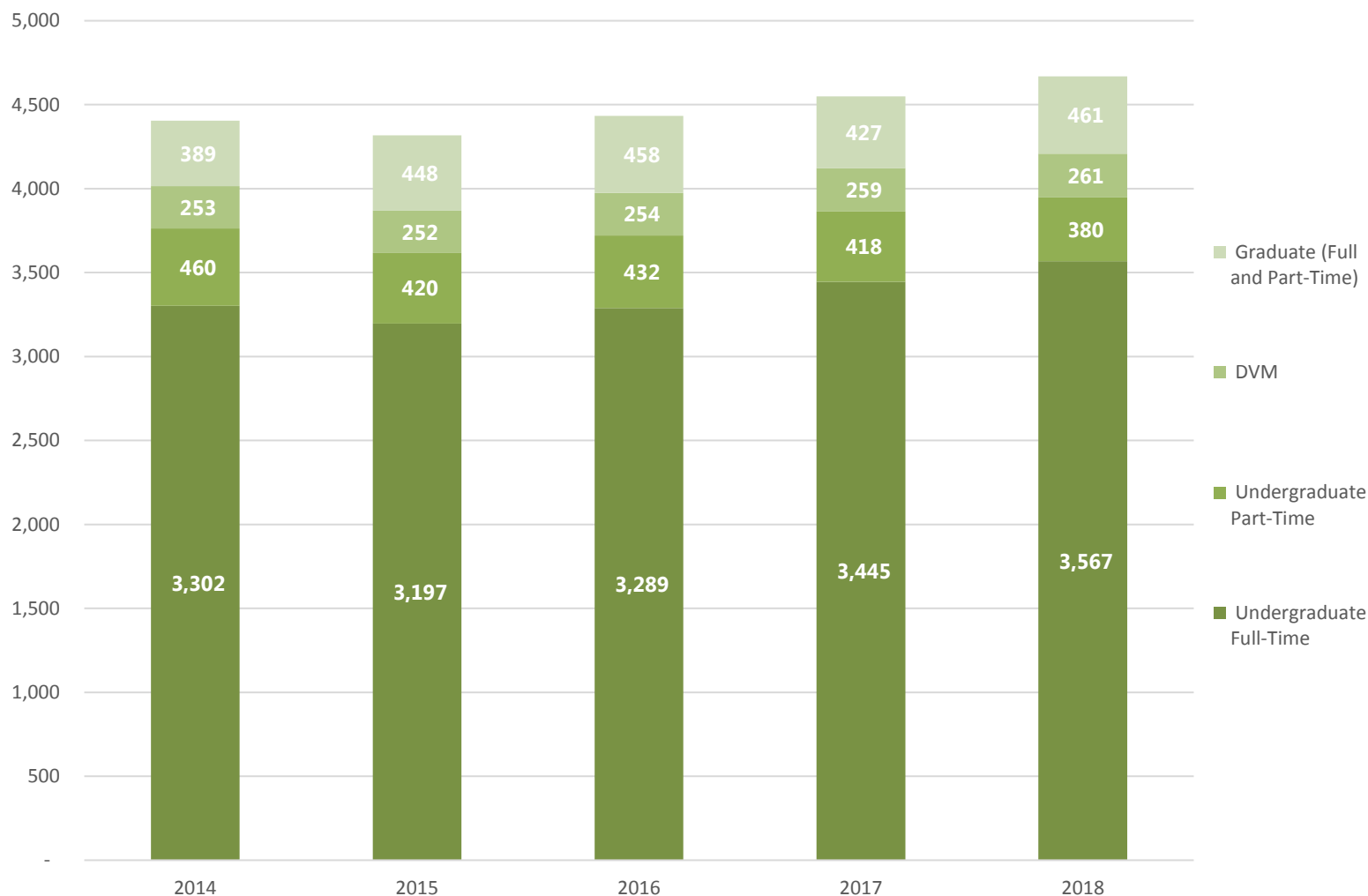


Enrolment

Revenues from student enrolments has continued to be strong. Over the last five years, the University has experienced approximately 8% growth in the full-time undergraduate student population. Across the Maritimes, full-time and part-time undergraduate and graduate student enrolment declined by 6.2% during the same time period.

Chart 4 – Enrolment History 2014-2018

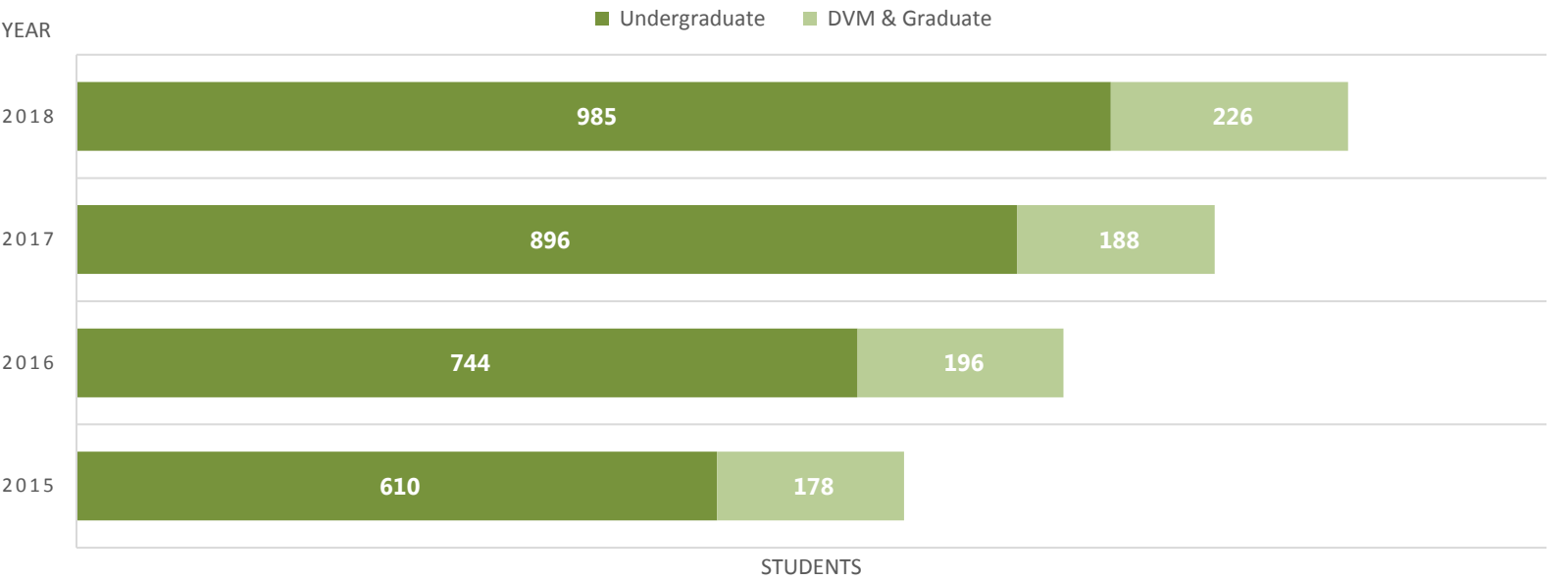
UPEI Enrolment at October 1st



UPEI continues to attract international students to Prince Edward Island. The international student population grew to more than 25% of the student base during the 2018-19 academic year.

Chart 5 – International Enrolment

International Enrolment
At October 1

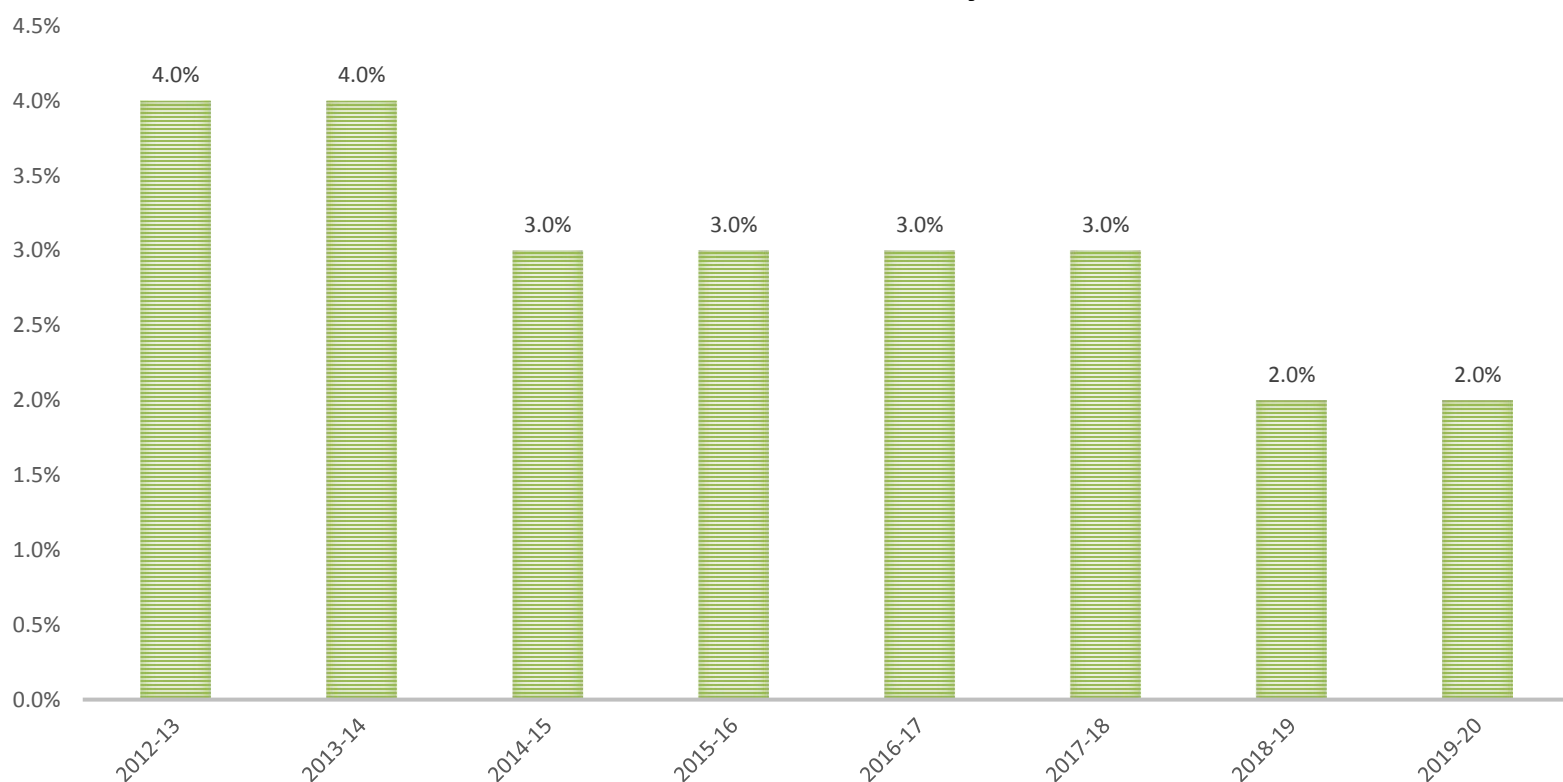


Tuition and Fees

Tuition and fee revenues are an important part of UPEI's plan to balance the operating budget. They represent approximately one third (1/3) of the operating revenues each year. When increasing tuition rates, consideration is given to both the need for additional revenues along with the need to provide affordable tuition for students. UPEI continues to meet this need with moderate increases in most programs, while still being able to provide one of the lowest undergraduate tuition rates in the Maritime Provinces.

Chart 6 – Tuition Rate History

UPEI Tuition Rate History



This budget includes the following increases:

- Undergraduate tuition increase: 2% or \$12 per course
- International fee increase: 2% or \$14 per course
- Graduate tuition increase: 2% per program, amounts vary

The Faculty of Veterinary Medicine tuition will also increase by 2% with the exception of international tuition. International tuition will remain at \$66,500 per annum until 2019. This tuition rate was established in 2016 as a result of comparative support from regional sources and competitive market place analysis.



Other Revenues

Ancillary Enterprises

Ancillary enterprises continue to add value to the University by way of providing needed services as well as continuing to add resources to the central operations of the University. Ancillary revenues are generated by the UPEI Bookstore, residences, food and conference services, vending, and parking. These activities generate approximately \$8 million in sales per year.

Sales and Services

The University generates sales revenues as an integral part of its operations. Significant sources of sales revenue are generated by the Veterinary Teaching Hospital, Diagnostics Services, and Animal Resources located at the Atlantic Veterinary College. These revenues are used to help support the teaching mission of this faculty.



Operating Expenditures

The University operating expenditures capture the costs relating to all faculties and service units within the University.

Salaries and Benefits

- Salaries and benefits are the largest component of the UPEI expenditure budget. In balancing the budget each year, the upward cost pressure of career progression increments, cost of living allowances, and increasing benefit costs must be managed. Because salaries and benefits are 72% of all operating expenditures, this is a key area of focus in the budget development process.
- The University and the Unions currently have labour agreements in place until 2020 for most unions. These multi-year agreements allow for more predictability in the growth of labour costs.

Supplies and Other Expenditures

- The University uses supplies in many areas of the operations. The most significant areas of expenditure are in support of the revenue generating units such as Ancillary Services and the Veterinary Teaching Hospital. Supplies are also used to support the academic and administrative units of the University. Other expenditures include but are not limited to scholarships, travel, and research support. These expenditures are all in support of the academic mission of the University.

Equipment, Debt Financing, and Internal Financing

- The majority of the University's external debt is funded by separate capital grants from the Government of PEI. Exceptions to this include the residence construction and renovation debt, which is funded by residence operating revenues, and some debt related to the AVC expansion.
- In addition to residence and AVC long-term debt, the operating budget includes capital expenditures for equipment and equipment financing.

Utilities

- The utilities budget for the University is a significant fixed expenditure to plan for each year, as it represents approximately 5% of the University budget. The University's Facilities Management division continues to look for energy efficiencies by updating older equipment and lighting with new technologies.



Appendix A

2019-20 Tuition Rates and Fees (Increases Effective Fall Semester Unless Otherwise Noted)

Undergraduate Tuition Fees - All Programs (2% Increase)		2018-19	2019-20	Change
Credit Tuition	3 Semester Hours	\$615	\$627	\$12
Non - Credit (Audit)	3 Semester Hours	\$390	\$396	\$6
International Tuition Fees	Undergraduate International Fee Full-time Student (academic year) excluding DVM	\$7,176	\$7,320	\$144
	Undergraduate International Fee Part-time Student (per course)	\$718	\$732	\$14
Other Tuition	Student Success Fee	\$498	\$508	\$10
	Course Based PLAR	\$308	\$314	\$6
	Program Based PLAR	\$616	\$628	\$12
	Dietetic Internship	\$1,920	\$1,958	\$38

Undergraduate Other Fees by Program		2018-19	2019-20	Change
Other Fees	Laboratory Fee (per course)	\$75	\$75	\$0
	E-Learning Fee (per online course)	\$75	\$75	\$0
Arts	Music Instruction Fee (per course)	\$500	\$500	\$0
	Salamanca Program Fee	\$100	\$100	\$0
Business	Co-op Program Acceptance Fee	\$778	\$778	\$0
Education	Professional Fee	\$750	\$750	\$0
Engineering	Professional Fee	\$1,000	\$1,000	\$0
Nursing	Professional Fee – 4-year program	\$500	\$500	\$0
	Professional Fee – Accelerated Program	\$1,000	\$1,000	\$0
	Canadian Nursing Student Association Fee	\$10	\$10	\$0
Science	Co-op Program Acceptance Fee (Computer Science, Physics)	\$778	\$778	\$0
	Computer Science – Post-Baccalaureate Program Fee	\$2,500	\$2,500	\$0

Doctor of Veterinary Medicine		2018-19	2019-20	Change
Credit Tuition	Canadian	\$13,000	\$13,260	\$260
	International	\$66,500	\$66,500	\$0
	DVM 4th Year Rotations - International	\$66,500	\$66,500	\$0
Other Fees	DVM Professional Fee	\$300	\$300	\$0
	SCVMA Fee	\$5	\$5	\$0
	SAVMA Fee	\$17	\$17	\$0



Masters Program Tuition		2018-19	2019-20	Change
Master of Arts, Engineering, Nursing, Science and Veterinary Science	Program fee (6 installments)	\$8,268	\$8,430	\$162
	Per course	\$827	\$843	\$16
	Per course – Audit	\$559	\$570	\$11
Master of Arts	Master of Arts in Island Studies – Tourism Specialty (6 installments)	\$15,000	\$15,300	\$300
Multi-Disciplinary	Master of Applied Health Research – Program Fee (6 installments)	\$12,864	\$13,116	\$252
Master of Education*	Program Fee (prior to April 30, 2019)	\$9,384	\$0	(\$9,384)
	Per course (effective 1st summer semester 2019)	\$0	\$957	\$957
	Thesis	\$0	\$3,828	\$3,828
Master of Business*	Program fee	\$20,000	\$0	(\$20,000)
	Per Course	\$0	\$1,429	\$1,429
Executive Master of Business*	Program fee	\$34,670	\$0	(\$34,670)
	Per course (Non-program participants)	\$3,467	\$0	(\$3,467)
	Per course	\$0	\$2,626	\$2,626
	Capstone Course	\$0	\$5,253	\$5,253

** Installment based tuition converted to course based tuition in 2019-20*

Joint Master Program Tuition		2018-19	2019-20	Change
Multi-Disciplinary	Master of Global Affairs – Program Fee (1 installment)	\$6,500	\$6,500	\$0

PhD and Doctoral Tuition		2018-19	2019-20	Change
PhD Science, Veterinary Science, Engineering & Education	Program Fee (9 installments)	\$12,402	\$12,645	\$243
Doctoral Clinical Psychology	Program Fee (12 installments)	N/A	\$32,800	N/A

Graduate Fees by Program		2018-19	2019-20	Change
All Programs	Maintenance of Status Fee – All Masters & PhD programs	\$501	\$501	\$0
	International Fee Full-time Student for Installment Based Programs	\$7,176	\$7,320	\$144
	International Fee - Course Based Programs (per course)	\$718	\$732	\$14
	E-Learning Fee (per online course)	\$75	\$75	\$0



Other Program and Course Fees		2018-19	2019-20	Change
Other Program and Course Fees	Fitness and Administration Fee - Full Time	\$266	\$266	\$0
	Administration Fee - Part-Time (per course)	\$10	\$10	\$0
	Technology Fee - Full-Time	\$50	\$50	\$0
	Technology Fee - Part-Time (per course)	\$5	\$5	\$0
	Library Resources Fee - Full-Time	\$40	\$50	\$10
	Library Resources Fee - Part-Time (per course)	\$4	\$5	\$1
	MAPUS - Part-time (per course)	\$10	\$10	\$0
	Challenge Examination	\$308	\$314	\$6
	Evaluation of Special Credits	\$308	\$314	\$6
	Transcript:			
	Additional charge if by registered mail	\$5	\$5	\$0
	Additional charge if "rush" service required	\$10	\$10	\$0
Application Fees	DVM	\$75	\$75	\$0
	All other programs	\$50	\$50	\$0
Miscellaneous Fees	SAVS Laundry Fees – DVM	\$50	\$50	\$0
	Late Payment Fees (fees and balance, if applicable, not paid in full)			
	Fall and Winter Semesters			
	Full-time	\$60	\$60	\$0
	Part-time	\$30	\$30	\$0
	Summer Sessions			
	After last day for advance registration	\$25	\$25	\$0
	NSF Returned Cheque Administration Fee	\$20	\$20	\$0
	Reinstatement Fee (after cancellation of registration)			
	Full-time students	\$50	\$50	\$0
	Part-time students	\$25	\$25	\$0
Tuition Deposits – Non-refundable	All undergraduate and graduate programs (except as noted below). For first year students only.	\$250	\$250	\$0
	Executive Master of Business	\$1,000	\$1,000	\$0
	Master of Business	\$3,000	\$1,000	(\$2,000)



Residences Rates (Academic Year)		2018-19	2019-20	Change
Room	Bernadine Hall			
	Double	\$4,818	\$4,962	\$144
	Single	\$6,158	\$6,342	\$184
	Andrew Hall			
	1 Bedroom Suite	\$6,812	\$7,016	\$204
	2 or 3 Bedroom Suite	\$6,482	\$6,676	\$194
	Blanchard Hall	\$6,328	\$6,518	\$190
Meal Services	Unlimited Access Residential Plans			
	7 Day Meal Plan (includes \$100 retail cash per term)	\$4,620	\$4,750	\$130
	5 Day Meal Plan (includes \$100 retail cash per term)	\$4,446	\$4,570	\$124
Other	Security Deposit	\$300	\$300	\$0



Appendix B

University of Prince Edward Island 2019-2020 Operating Budget Atlantic Veterinary College (AVC)

	2018-19	2019-20	Increase/ (Decrease)
Gross Operating Revenues			
Tuition and Student Fees	\$9,032,227	\$9,406,276	\$374,049
Unrestricted Operating Grant	20,420,191	20,676,442	256,251
Restricted Operating Grants	1,415,332	1,415,332	0
Sales and Service	8,987,918	9,338,938	351,020
Donations and Investment Income	165,517	165,517	0
Total Operating Revenues	\$40,021,185	\$41,002,505	\$981,320
Expenditures			
Salaries and Benefits	\$22,835,046	\$23,522,105	\$687,059
Supplies	3,435,800	3,639,500	203,700
Equipment Financing	1,753,729	1,624,055	(129,674)
Travel	145,395	150,395	5,000
Externally Contracted Services and Memberships	959,519	964,519	5,000
Professional Development and Training	189,361	189,667	306
Research Support	108,250	108,250	0
Repairs and Maintenance	910,317	840,469	(69,848)
Scholarships	7,800	7,800	0
Utilities	2,703,050	2,703,050	0
Other	378,735	412,635	33,900
Subtotal	\$33,427,002	\$34,162,445	\$735,443
Central Costs Transfer	6,594,183	6,840,060	245,877
Total Operating Expenditures	\$40,021,185	\$41,002,505	\$981,320
Net Operating Balance	\$0	\$0	\$0



Appendix C

University of Prince Edward Island 2019-2020 Operating Budget Ancillary Enterprises

	Residence Services*	Bookstore	Parking	Total
Revenue				
Sales	\$5,520,828	\$1,931,000	\$413,350	\$7,865,178
Total Revenue	\$5,520,828	\$1,931,000	\$413,350	\$7,865,178
Expenditures				
Purchases	\$1,692,863	\$1,363,000	\$1,200	\$3,057,063
Debt Financing	1,179,307	0	0	1,179,307
Salaries and Benefits	1,199,041	250,738	19,269	1,469,048
Utilities	541,000	35,000	0	576,000
Supplies	221,830	90,800	3,500	316,130
Equipment and Maintenance	327,584	11,100	116,335	455,019
Communications	69,475	0	0	69,475
Advertising	16,500	22,000	0	38,500
Total Expenditures	\$5,247,600	\$1,772,638	\$140,304	\$7,160,542
Total Net Contribution from Ancillary Operations	\$273,228	\$158,362	\$273,046	\$704,636

Expenditures are included in appropriate summarized categories in main document.

** Residence Services includes residences, food, and conference services*



Appendix D

University of Prince Edward Island 2019-2020 Operating Budget Operating Budget by Unit

Expenditures by Unit	2018-19	2019-20	Net
VP Academic and Research (excluding Veterinary Medicine)	Total	Total	Increase/ (Decrease)
---Faculty of Arts*	\$12,184,000	\$12,873,000	\$689,000
---Faculty of Business	3,675,000	3,905,000	230,000
---Faculty of Education	2,706,000	2,771,000	65,000
---Faculty of Engineering	2,901,000	3,574,000	673,000
---Faculty of Graduate Studies	668,000	677,000	9,000
---Faculty of Nursing	3,840,000	3,897,000	57,000
---Faculty of Science*	11,124,000	11,425,000	301,000
---Office of the Associate VP of Students and Registrar*	7,382,000	7,501,000	119,000
---Library*	3,564,000	3,565,000	1,000
---Office of the Vice-President Academic and Research and related support units *	2,553,000	2,887,000	334,000
VP Academic and Research Total (excluding Veterinary Medicine)	\$50,597,000	\$53,075,000	\$2,478,000
VP Administration & Finance			
---Facilities Management, Finance and Human Resources	\$11,967,000	\$12,261,000	\$294,000
---Athletics	2,245,000	2,295,000	50,000
---IT Systems and Services	4,137,000	4,267,000	130,000
---Ancillary Services	7,120,000	7,161,000	41,000
VP Administration & Finance Total	\$25,469,000	\$25,984,000	\$515,000
President			
--- Board of Governors	\$97,000	\$116,000	\$19,000
--- Development & Alumni Engagement , Marketing and Communications, President's Office*	3,861,000	3,972,000	111,000
President Total	\$3,958,000	\$4,088,000	\$130,000
Faculty of Veterinary Medicine	\$40,021,000	\$41,003,000	\$982,000
Total	\$120,045,000	\$124,150,000	\$4,105,000

**2018-19 budgets have been restated for departmental reorganizations or changes in budget practices for the University Research Chairs.*

