



Saint John Campus

University of New Brunswick
2014-15 Budget

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VICE PRESIDENT'S COMMENTARY

Introduction

In 2014-2015 the Saint John campus will continue to make strategic investments in recruiting and retention, student support services, and will continue to support the academic core by filling strategic tenure track positions.

Overall, the base Provincial operating grant represents 48 percent of the proposed budget for the Saint John campus for 2014-2015, while tuition is expected to contribute 41 percent, and other revenues, 11 percent. As a result of this revenue distribution, the Saint John campus is particularly sensitive to any changes in enrolment and changes in the provincial grant.

Strategy for 2014-2015

For the 2014-2015 budget year, the Saint John campus is proposing a balanced budget, even though the campus is projecting that overall enrolment for 2014-2015 (from budgeted 2013-2014) will decrease by 4.9 percent. The international undergraduate enrolment is projected to decline by 15% while domestic is projected with a 2.2% decline. Tuition rates are proposed to increase by 3%, which will partially offset the decline in enrolment.

The Saint John budget proposal was to find reductions totaling \$895k with \$400k being base ongoing reductions and \$495k coming from one-time reserves. While not all of the portfolios were able to meet their proportional targets, the portfolio reductions totaled \$270k. By analyzing prior year variances, the Saint John budget tightened up expenses and revenues, resulting in an additional adjustment of \$328k. This has resulted in a final budget that includes base ongoing adjustments of \$598k. It is worth noting that no base positions (faculty or staff) were eliminated throughout this process, however there was one Full-time Equivalent (FTE) faculty reduction due to the resignation of the Canadian Research Chair faculty member, who is not being replaced in 2014-15. The remaining \$297k will come from expected savings related to a larger than usual number of planned retirements in 2014-15, totaling \$134k, as well as the use of revenue reserve of \$164k.

The overall Student Services budget increased, however its non-salary budget decreased slightly (\$8k), as part of the overall cuts.

Overall expenses are budgeted to increase by 3.2 percent in 2014-2015.

Priority (strategic) funding of \$660k has been maintained in the budget for 2014-2015, which will permit the campus to continue to fund one-time initiatives related to recruitment, retention, student support services, and other initiatives that have been identified as priorities from the UNB Strategic plan.

For 2014-2015, the Saint John campus will continue to focus on:

- Supporting recruitment by providing additional funding to help implement the recruiting strategies of the international and domestic recruiting teams
- Increasing student retention through a variety of initiatives being led by the campus' retention committee.
- Implementing the Strategic Plan with initiatives that have been collectively agreed upon as goals to work toward by senior administration at UNB Saint John.
- Enhancing of student services by supporting positions such as a career counsellor, academic advisor, nurse practitioner, etc.
- Continuing to seek external sources of funding to complement initiatives being funded from the base budget (e.g. funding from the Department of Postsecondary Education Training and Labour to support accessibility and internationalization initiatives).
- Continuing to fill vacant faculty/instructor base budget lines to ensure that a strong academic core is maintained and enhanced.
- Collaborating with partners -- Dalhousie Medicine New Brunswick, New Brunswick Community College Saint John, and Horizon Health -- to promote the development a health and life sciences research and teaching cluster at the Tucker Park campus of UNB.
- Continue to engage in community outreach activities

VICE PRESIDENT'S COMMENTARY

Investing in Infrastructure

Continued investments in campus infrastructure and upgrades have been planned for in 2014-2015.

The proposed Capital budget for the Saint John campus 2014-2015, totals \$2.1 million. The major maintenance and infrastructure renewal projects focus on accessibility, greenhouse replacement, refurbishment of a teaching lab, and other maintenance for campus buildings. These are funded from A&R funding, capital renewal funds from the operating budget, UDMP funding, and student facility renewal fees.

The equipment and technology projects focus on teaching lab equipment, switch replacement, paperless office, smart board refresh, and the purchase of other technical equipment. These are funded from the non-space budget and student technology fees (dedicated to student technology projects).

Planning for the Future

Overall it is anticipated that 2014-2015 will be a year of striving to increase student enrolment, through a combination of recruitment and retention initiatives. Projects and initiatives that have been funded through strategic funding will be closely scrutinized to determine which ones will continue, and which ones will conclude. There will also be an opportunity to investigate new initiatives that will support the strategic plan, and the campus' efforts to maintain a balanced budget. The LPN - Bachelor of nursing bridge program has commenced, and is a new source of students for our campus.

Several initiatives will be underway in 2014-2015 that will have a significant impact on the Saint John Campus. These include: the Why UNB Brand initiative, planning for the next fundraising campaign, celebrating the 50th anniversary of the Saint John campus, and continued planning for the renovation of the Ward Chipman Library building.

BASIC OBJECTIVES AND STRATEGY

For the 2014-15 operating budget, a balanced budget is proposed for the Saint John campus.

Revenues

For 2014-15, Saint John Campus **budgeted** revenues are expected to increase overall by \$537.4 Thousand (or 1.4%) over **budgeted** revenue from 2013-14. Despite a projected decrease in undergraduate tuition revenue, major drivers for the overall increase are:

- An increase in the Provincial Operating Grant (\$568.3 Thousand);
- An increase in Other Revenue (\$438.0 Thousand).

Expenses

Saint John Campus overall **budgeted** expenses for 2014-15 have increased by \$1,000.7 Thousand (or 2.7%) over the 2013-14 **budgeted** expenditures.

Interventions have been made to limit overall expense growth so that expenses match revenue.

Major drivers of this year's 2.7% expenditure increase are:

- Academic and Research portfolio increased to reflect estimated faculty salary increases, in recognition of the AUNBT bargaining process.
- Additional pension benefits to reflect the Public Service Superannuation Pension Plan change to a Shared Risk Model for non-faculty staff;
- Maintenance and Utilities increase in fuel and electricity.

Ongoing Strategies – Priority Funding

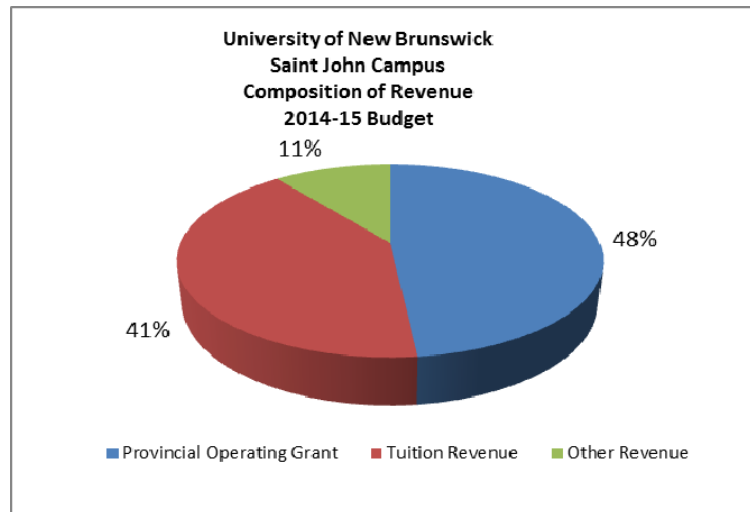
The Saint John Campus will also be investing \$660 Thousand in the following strategic areas:

- Student recruitment
- Student retention
- Student support services

OPERATING BUDGET SUMMARY

Revenue

Overall operating revenues for the Saint John Campus are budgeted at \$38.1 Million. This represents an increase of \$537.4 Thousand (or 1.4%) over the 2013-14 budget. Revenue is comprised of the following sources:



The following table further illustrates the composition of **budgeted** revenues and provides a year-to-year comparison of each source:

	Approved	Proposed	Increase(Decrease)	
	Budget	Budget	Dollars	Change
	2013-14	2014-15		
	Restated			
Provincial Operating Grant	\$17,822.7	\$18,391.0	\$568.3	3.2%
Tuition Revenue	16,129.6	15,660.7	(468.9)	(2.9%)
Other Revenue	3,599.8	4,037.8	438.0	12.2%
Total Revenue	\$37,552.1	\$38,089.4	\$537.4	1.4%

The following table provides a comparison of the relative portion of **budgeted** revenues, by source, for the last three years:

	Approved	Approved	Proposed
	Budget	Budget	Budget
	2012-13	2013-14	2014-15
	Restated	Restated	
Provincial Operating Grant	46.3%	47.1%	48.3%
Tuition Revenue	44.6%	43.2%	41.1%
Other Revenue	9.1%	9.6%	10.6%
Total Revenue	100.0%	100.0%	100.0%

OPERATING BUDGET SUMMARY

Base revenue increase for 2014-15 includes the following key components:

- An increase in Provincial Operating Grant.
- Increase in Other Revenues of approximately \$438 Thousand, or 12.2%.

Provincial Operating Grant

The Provincial operating grant is the largest component of the UNB operating budget funding. The total amount budgeted for the base grant in 2014-15 is \$18.4 Million.

The University of New Brunswick utilizes the same funding allocation formula to allocate the provincial grant between the two main campuses of UNB, Fredericton and Saint John. A permanent adjustment to the Saint John campus base grant amount was made in 2008-09 through a reallocation mechanism resulting from a UNB Commission on Intercampus Affairs. This adjustment continues to be reflected in campus allocations.

The following table provides a comparison of the 2014-15 budget to previous years' budgeted grant:

Saint John Campus Analysis	Budget	Budget	Proposed	Increase (Decrease)	
	2012-13	2013-14	Budget	\$	%
	(000's)	(000's)	(000's)	(000's)	
Base Grant	\$16,044.3	\$16,032.6	\$16,600.9	\$568.3	3.5%
Grant In Lieu of Tuition Increase	1,790.1	1,790.1	1,790.1	0.0	0.0%
Total Grant	<u>\$17,834.4</u>	<u>\$17,822.7</u>	<u>\$18,391.0</u>	<u>\$568.3</u>	<u>3.2%</u>

In total, Provincial operating grant for 2014-15 is budgeted to increase by \$568.3 Thousand (or 3.2%) as compared to the **budgeted** grant received in 2013-14.

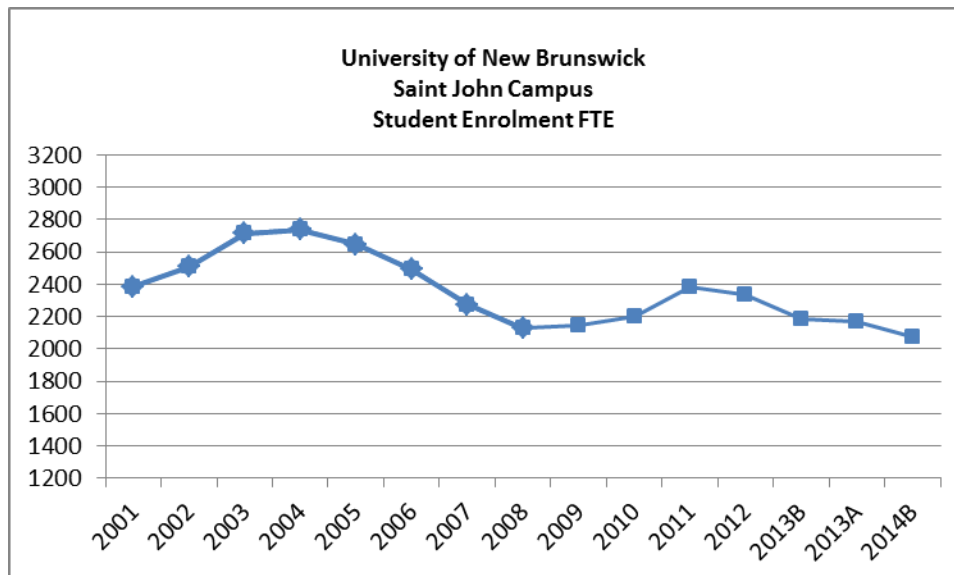
OPERATING BUDGET SUMMARY

Tuition Revenue & Student Enrolment

Tuition Revenue has traditionally represented about 40% of budgeted revenues on the Saint John Campus. Tuition revenue is budgeted to decrease by \$469.0 Thousand (or 2.9%) in 2014-15 over 2013-14 **budgeted** tuition revenue.

Enrolment for 2013-14 was budgeted to reflect a decrease of 8.7% from **budgeted** 2012-13, however the final count showed a decrease from **actual** 2012-13 enrolment by 7.2%. A decrease in enrolment from **budgeted** 2013-14 is expected to be 4.9% in 2014-15.

University of New Brunswick Saint John Campus Student Enrolment (FTE's)					
Year	FTE Undergraduate	FTE Graduate	Total	Change	% Change
2001	2286	99	2385	0	7.1%
2002	2414	94	2508	123	5.2%
2003	2623	92	2715	207	8.3%
2004	2656	81	2737	22	0.8%
2005	2574	73	2647	(90)	(3.3%)
2006	2417	75	2492	(155)	(5.9%)
2007	2175	98	2273	(219)	(8.8%)
2008	2044	83	2127	(146)	(6.4%)
2009	2037	110	2147	20	0.9%
2010	2064	138	2202	55	2.6%
2011	2199	185	2384	182	8.3%
2012	2165	170	2335	(49)	(2.1%)
2013B	2058	125	2183	(152)	(6.5%)
2013A	1990	178	2168	(167)	(7.2%)
2014B	1955	120	2075	(108)	(4.9%)



OPERATING BUDGET SUMMARY

Other Revenue

Other Revenue represents about 10.6% of budgeted revenues on the Saint John Campus. In 2014-15, Other Revenue has increased by \$438.0 Thousand (or 12.2%). Other Revenue is comprised of the following items:

Saint John Campus	Approved Budget	Proposed	Increase (Decrease)	
	2013-14	Budget	Dollars	Change
	Restated \$(000's)	2014-15 \$(000's)	\$(000's)	
Indirect Costs of Research	\$ 176.0	\$ 176.0	\$ 0.0	0.0%
Short-term Investment Income	300.0	500.0	200.00	66.7%
Shared Services with Fredericton Campus	252.6	252.6	0.0	0.0%
Contract Overhead (Net of Distributions)	357.0	497.1	140.1	39.2%
Contribution from Related Units	807.8	785.0	(22.8)	(2.8%)
Parking Fees and Fines	273.6	273.6	0.0	0.0%
Application Fees	140.0	127.0	(13.0)	(9.3%)
All Other	1,292.8	1,426.5	133.7	10.3%
Total Revenues	\$3,599.8	\$4,037.8	\$ 438.0	12.2%

The major driver of this increase is:

- Contract Overhead from Licensed Practical Nursing program and MBA program
- "All Other" revenue* – stadium rentals and lease income.

*Other Revenue amounts flow to the central budget of the Saint John Campus and become available to offset all other expenditures.

OPERATING EXPENSES

Overall Allocations Operating Expenses

Overall operating expenses (including Ancillary Operations and In-Year Priority Allocations) for the Saint John Campus for 2014-15 are budgeted at \$38.4 Million. This represents an increase of \$1,000.5 Thousand, or 2.7% over the 2013-14 budget.

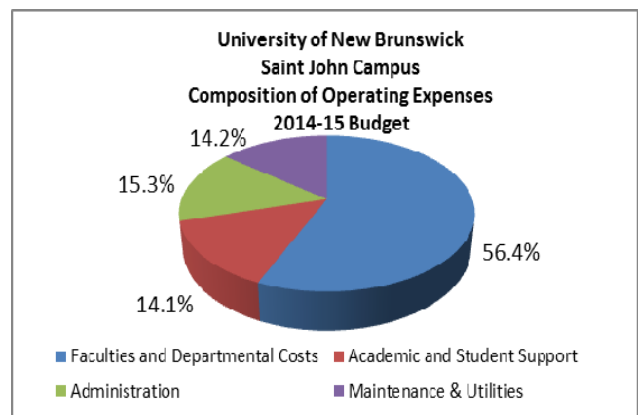
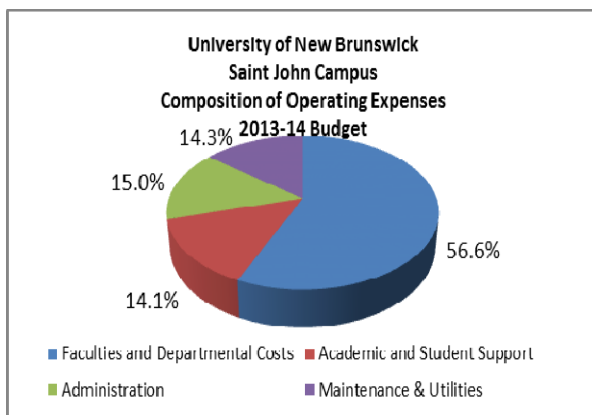
The following table illustrates the composition of budgeted Expenses and provides a year-to-year comparison of each major category:

Saint John Campus	Approved	Proposed	Increase (Decrease)	
	Budget 2013-14 Restated	Budget 2014-15	Dollars	Change
Faculties and Departmental Costs	\$21,104.2	\$21,698.1	\$ 593.9	2.8%
Academic and Student Support	5,251.5	5,428.8	177.3	3.4%
Administration	5,597.4	5,872.7	275.3	4.9%
Maintenance & Utilities	5,323.2	5,452.2	129.0	2.4%
Total Operating Expenses	\$37,276.3	38,451.8	1,175.5	3.2%
In Year Salary Savings	(550.0)	(725.0)	(175.0)	31.8%
Funding for One-time Priorities	660.0	660.0	0.0	0.0%
Total Expenses	\$37,386.3	\$38,386.8	\$1,000.5	2.7%

In order to achieve a 2.7% overall growth in operating expenses, a total of \$270 Thousand in expenditure interventions were undertaken.

Analysis

Operating Expenses of the Saint John Campus are budgeted at \$38.4 Million. This represents an increase of \$1 Million (or 2.7%) over the 2013-14 budget. Operating Expenses are comprised of the following major categories:



OPERATING EXPENSES

The following table provides a comparison of the relative portion of budgeted Operating Expenses, by major categories:

Saint John Campus	Approved Budget 2012-13 Restated	Approved Budget 2013-14 Restated	Proposed Budget 2014-15
	Faculties and Departmental Costs	56.3%	56.6%
Academic and Student Support	13.9%	14.1%	14.1%
Administration	14.3%	15.0%	15.3%
Maintenance & Utilities	15.5%	14.3%	14.2%
Total Operating Expenses	100.0%	100.0%	100.0%

Faculties and Departmental Costs

Faculties and Departmental Costs for the Saint John Campus are budgeted at \$21.7 Million. This represents an increase of \$593.9 Thousand (or 2.8%) over the 2013-14 budget. This rate of increase compares to an increase of 1.6% in the prior year.

This category of expense includes funding for teaching and non-sponsored research activities on the Saint John Campus, including the salaries and benefits for faculty and support staff as well as day-to-day operating costs (i.e. "non-salary" expenses).

This category is subject to the normal increases related to human resources and non-salary inflationary pressures. For this budget category, we have estimated an increase in faculty salaries & benefits in recognition of the current AUNBT bargaining process.

Budgeted Change from Previous Year Faculties and Departmental Costs			
		Approved 2013-14 Restated	Proposed 2014-15
		Year to Year Increase (Decrease)	\$000
	Percent	1.6%	2.8%

Academic and Student Support

Academic and Student Support for the Saint John Campus is budgeted at \$5.4 Million. This represents an increase of \$177.3 Thousand (or 3.4%) over the 2013-14 budget. This rate of increase compares to an increase of 2.7% in the prior year.

OPERATING EXPENSES

This portfolio is comprised of student services, scholarships, graduate student support, including teaching and research assistantships, campus recreation and athletics, as well as certain departments that directly support teaching and research activities such as the library, web, and multimedia services.

This category is also subject to the normal increases related to human resources and non-salary inflationary.

The majority of the increase in this portfolio is a result of pension and benefit increases.

Budgeted Change from Previous Year Academic and Student Support			
		Approved 2013-14 Restated	Proposed 2014-15
Year to Year Increase (Decrease)	\$000	\$137.6	\$177.3
	Percent	2.7%	3.4%

Administration and Development Services

Administrative and Development Services for the Saint John Campus is budgeted at \$5.9 Million. This represents an increase of \$275.3 Thousand (or 4.9%) over the 2013-14 budget. This rate of increase compares to an increase of 6.1% in the prior year.

This category of expenses includes costs of various administrative and support activities on the Saint John Campus, such as: the offices of the Vice President Saint John, Assistant Vice President (Financial and Administrative Services), and Registrar's Office.

The majority of the increase is attributable for the following reasons:

- Pension and benefits increase;
- Increased legal costs;
- Increases in transitioning from 10% development fee to 5%.

Budgeted Change from Previous Year Administrative and Development			
		Approved 2013-14 Restated	Proposed 2014-15
Year to Year Increase (Decrease)	\$000	\$319.2	\$275.3
	Percent	6.1%	4.9%

Maintenance and Utilities

Maintenance and Utilities for the Saint John Campus are budgeted at \$5.5 Million. This represents an increase of \$129.0 Thousand (or 2.4%) over the 2013-14 budget. This rate of increase compares to a decrease of 6.3% in the prior year.

OPERATING EXPENSES

The majority of this category is comprised of the costs of heat, electricity, water, cleaning and operational maintenance for all academic, research and support facilities on the Saint John Campus. While this category of expenses is generally subject to the same pressures on human resource and non-salary inflation, it is particularly sensitive to fluctuations in weather as well as the volatility of fuel prices.

The main cost increases are in the area of electricity and fuel for the campus.

Budgeted Change from Previous Year			
Maintenance and Utilities			
		Approved 2013-14 Restated	Proposed 2014-15
Year to Year Increase (Decrease)	\$000	(\$358.1)	\$129.0
	Percent	(6.3%)	2.4%

Ancillary Operations (Net)

Certain components of the Saint John Campus operations are accounted for as business units having separate budgets as well as profit/loss statements. These units are expected to either remain self-sustaining or generate a small contribution towards the Saint John Campus.

The budget package contains a separate section which describes the Saint John residence system, including details about revenues, proposed fees, expenses and capital investment requirements.

SUMMARY STATEMENT OF OPERATING REVENUES & EXPENSES

University of New Brunswick
Saint John Campus
2014-2015 Operating Budget

	Approved	Proposed	Increase(Decrease)	
	Budget 2013-14 Restated	Budget 2014-15	Dollars	Change
Revenue				
Provincial Operating Grant	\$17,822.7	\$18,391.0	\$568.3	3.2%
Tuition Revenue	16,129.6	15,660.7	(468.9)	(2.9%)
Other Revenue	3,599.8	4,037.8	438.0	12.2%
Total Revenue	37,552.1	38,089.4	537.3	1.4%
EXPENSE				
Academic and Research				
Faculties and Departmental Costs	21,104.2	21,698.1	593.9	2.8%
Academic and Student Support	5,251.5	5,428.8	177.3	3.4%
Sub-total	26,355.7	27,126.9	771.2	2.9%
Administration and Support Services				
Administration	5,597.4	5,872.7	275.3	4.9%
Maintenance & Utilities	5,323.2	5,452.2	129.0	2.4%
Sub-total	10,920.5	11,324.9	404.4	3.7%
Total Operating Expense	37,276.1	38,451.8	1,175.7	3.2%
In Year Salary Savings	(550.0)	(725.0)	(175.0)	31.8%
Funding for One-Time priorities	660.0	660.0	0.0	0.0%
Total Expenses	37,386.1	38,386.8	1,000.7	2.7%
Net Position (Shortfall) before One-Time Items	166.0	(297.5)	(463.5)	
One Time Items				
Capital (WCL)	(166.0)	0.0	166.0	
Exceptional one time faculty retirements	0.0	133.6	133.6	
Stretch Target	0.0	419.3	419.3	
One time strategic investments	0.0	-419.3	(419.3)	
Utilization of internal reserves	0.0	163.9	163.9	
Sub-total	(166.0)	297.5	463.5	
Net Position	\$0.0	\$0.0	\$0.0	

CAPITAL BUDGET

Overview

The total capital budget for the Saint John campus is \$2.12 Million for 2014-15, as compared to \$2.16 Million in 2013-14.

UNB Saint John Capital Budget Summary		
	\$(000's)	
	2013-14	2014-15
Major maintenance, infrastructure renewal and improvements	\$1,750	\$1,710
New construction	0	0
Equipment and Technology	413	413
	<u>\$2,160</u>	<u>\$2,123</u>

Capital Budget Schedules

Building and Space

- Summary and Details

Equipment and Technology

- Summary and Details

Capital Budget Forecast (3 Year)

**UNIVERSITY OF NEW BRUNSWICK
CAPITAL BUDGET SCHEDULES
SAINT JOHN CAMPUS
2014-15**

CAPITAL BUDGET

**UNB SAINT JOHN CAMPUS
CAPITAL BUDGET
BUILDINGS AND SPACE
2014-15**

	Major			Total
	Maintenance	Alterations	New	
	Infrastructure			
	Renewal	Improvements		
Source of Funding				
Ongoing A&R Funding	82,000	252,106	-	334,106
Contribution from Operating	576,600	228,400	-	805,000
Facilities Renewal	360,000	-	-	360,000
UDMP funding	211,280	-	-	211,280
TOTAL BUILDING AND SPACE	1,229,880	480,506		1,710,386
History				
2013-14 Budget	1,216,325	534,061	-	1,750,386
2012-13 Budget	1,660,289	526,317	-	2,186,606
2011-12 Budget	1,882,620	263,986	-	2,146,606
2010-11 Budget	2,088,227	686,072	-	2,774,299
2009-10 Budget	2,112,610	1,328,636	7,450,000	10,891,246
2008-09 Budget	1,347,166	127,720	-	1,474,886
2007-08 Budget	3,643,023	524,078	-	4,167,101
2006-07 Budget	2,505,319	243,086	-	2,748,405
2005-06 Budget	2,373,673	52,568	4,800,000	7,226,241
2004-05 Budget	2,755,877	72,073	-	2,827,950
2003-04 Budget	-	137,161	600,000	737,161
2002-03 Budget	226,896	34,348	9,900,000	10,161,244
2001-02 Budget	204,514	52,786	-	257,300
2000-01 Budget	208,029	44,124	-	252,153
1999-00 Budget	120,929	126,180	-	247,109

CAPITAL BUDGET

MAJOR MAINTENANCE AND INFRASTRUCTURE RENEWAL	AMOUNT
Alterations & Renovations	
AC - GH Back-up Low Pressure Air System	82,000
Total Alterations and Renovations	82,000
Capital Renewal from Operating	
Washroom Accessibility	150,000
Campus Accessibility	150,000
Greenhouse Replacement	170,000
HH Phase 2 - design mechanical/ electrical/ fire protection	40,000
AC Security Office Renovation	66,600
GH 305	0
Total Capital Renewal	576,600
Facilities Renewal Fee	
GH 305	360,000
Total Facilities Renewal Fee	360,000
University Deferred Maintenance Program (UDPM)	
Building Envelope	211,280
Total UDMP	211,280
TOTAL MAJOR MAINTENANCE AND INFRASTRUCTURE RENEWAL	1,229,880
ALTERATIONS AND IMPROVEMENTS	AMOUNT
Alterations and Renovations	
Upgrade Teaching Consoles	12,000
Enclose Vending Machines	12,000
Finance Office Renovation	6,021
Domestic Recruiting Re-Design	13,812
Weight Room Security Feature	8,888
Bury Seawater Line	7,500
Install New Walkways	1,974
Energy Management - LED Lighting Upgrades	15,853
Kitchen Renovation	8,007
Painting Upgrade Ganong Hall	10,000
Replace Expansion Joint on Steam Line	15,042
Animal Care - DE chlorinated Water System Invest.	10,500
Bleacher Replacement	15,000
Animal Care - Seawater System Invest,	7,600
AC - Monitoring Controls on HVAC System HH Rat Lab	6,000
Parking Cameras	97
Sodding and Mulching between Dal Med and FM	8,000
OH Flooring and Painting Upgrades	39,080
Replace Ceiling Tile and T-Bar AC	5,293
Painting Upgrades KC Irving Hall	10,000

CAPITAL BUDGET

Storage Space Kitchen Entrance	5,526
AC - Repair Cracks in CRI Wet Lab Epoxy Floors	33,913
Total Alternations & Renovations	252,106
Capital Renewal from Operating	
Locksmiths	25,000
GH 103 Ducted Fume Hood	66,400
AC Storage	70,000
BBH Fire Escape Painting	16,000
Signage Upgrades	15,000
Campus Water Study	36,000
Total Capital Renewal from Operating	228,400
TOTAL ALTERATIONS AND IMPROVEMENTS	480,506
TOTAL BUILDING AND SPACE	1,710,386

CAPITAL BUDGET

UNB SAINT JOHN CAMPUS
CAPITAL BUDGET
EQUIPMENT AND TECHNOLOGY
2014-15

<u>Source of Funding</u>	<u>Equipment & Materials</u>	<u>Furnishings</u>	<u>Technology</u>	<u>Unallocated</u>	<u>Total</u>
Provincial Non Space Grant	64,995	12,510	235,978	-	313,483
Technology Fee \$50/student	-	-	100,000	-	100,000
TOTAL EQUIPMENT AND TECHNOLOGY	64,995	12,510	335,978	-	413,483

History

2013-14 Budget	76,402	71,241	265,840	-	413,483
2012-13 Budget	23,789	14,916	374,778	-	413,483
2011-12 Budget	42,644	67,806	303,033	-	413,483
2010-11 Budget	89,956	68,534	247,117	-	405,607
2009-10 Budget	25,664	126,850	239,006	-	391,520
2008-09 Budget	54,424	23,668	300,092	18,066	396,250
2007-08 Budget	151,300	57,170	168,207	-	376,677
2006-07 Budget	91,467	-	275,560	-	367,027
2005-06 Budget	119,138	26,777	211,158	-	357,073
2004-05 Budget	104,681	23,900	254,739	-	383,321
2003-04 Budget	286,427	41,740	859,057	-	1,187,224
2002-03 Budget	88,544	24,679	224,774	-	337,997
2001-02 Budget	31,948	24,535	186,224	-	242,707
2000-01 Budget	49,363	-	190,894	-	240,257
1999-00 Budget	45,805	-	188,729	-	234,534

CAPITAL BUDGET

EQUIPMENT AND TECHNOLOGY 2014-2015		AMOUNT
<u>Equipment & Materials</u>		
Biology	GH Greenhouse - Equipment Replacement	2,951
Biology	Teaching Lab Equipment	26,724
Athletics	Campus Recreation and Wellness Improvements	16,035
Chemistry	Evaporators	19,285
Total Equipment & Materials		64,995
<u>Furnishings</u>		
Facilities Management	Exam Setup Chairs	4,300
Facilities Management	Whiteboards for Campus	5,000
EHS	Hazardous Waste Shelving Project	3,210
Total Furnishings		12,510
<u>Technology</u>		
ISS	Edge Switch Replacement	66,385
ISS	Server for HVAC	4,537
Registrar	Paperless Registrar's Office	85,347
ISS	Smart Board Refresh	41,925
ISS	TLC Training Upgrade	19,301
ISS	Computers for faculty and staff under Evergreen Program	18,483
Total Technology		235,978
Sub-Total Equipment and Technology		313,483
TECHNOLOGY FEE		AMOUNT
Computers for BMO Classroom and OH260		35,000
MakerSpace Equipment		16,500
WebCam for Tim's		1,000
Camera for Lending to Students		3,000
Student Response System		20,000
Software Licenses for Student Lab Computers		8,500
Laptops for Lending		5,000
Installation of projector and screen for campus bar		3,000
Computer for HWK Commons Study Rooms		8,000
Sub-Total Technology Fee		100,000
TOTAL EQUIPMENT AND TECHNOLOGY		413,483

CAPITAL BUDGET

**University of New Brunswick
Capital Budget Forecast
Saint John Campus
3 Years - 2014-2015 to 2016-2017**

	2014-2015 Budget	2015-2016 Forecast	2016-2017 Forecast	Total
<u>Building and Space</u>				
Ongoing				
Provincial A & R Funding	334,106	340,788	347,604	1,022,498
Supplemental Infrastructure Fee	360,000	360,000	360,000	1,080,000
Operating Budget Contribution	805,000	805,000	805,000	2,415,000
	<u>1,499,106</u>	<u>1,505,788</u>	<u>1,512,604</u>	<u>4,517,498</u>
One-time				
UDMP Funding	211,280	-	-	211,280
	<u>211,280</u>	<u>-</u>	<u>-</u>	<u>211,280</u>
Total Building & Space	1,710,386	1,505,788	1,512,604	4,728,778
<u>Equipment and Technology</u>				
Non Space	313,483	319,753	326,148	959,383
Technology Fee	100,000	100,000	100,000	300,000
Total Equipment and Technology	413,483	419,753	426,148	1,259,383
TOTAL CAPITAL	2,123,869	1,925,541	1,938,752	5,988,161

**UNIVERSITY OF NEW BRUNSWICK
RESIDENCE BUDGET PROPOSAL
SAINT JOHN CAMPUS
2014-15**

RESIDENCE BUDGET PROPOSAL

Highlights

- 2014-15 Projected Capital Renewal of \$ 64,642
- 90% occupancy rate assumed.
- 3% room rate increase being recommended for Sir James Dunn Residence
- 3% room rate increase being recommended for Dr. Colin B. Mackay Residence
- Apartment rental to remain the same
- Meal Plan increase - \$200 - \$2,600 (declining balance)
- House dues will remain at \$70
- Expenditure cost containment based on previous year's actual expenditures.

Introduction

The Saint John residence system consists of total accommodations for 238 students the Sir James Dunn Residence (traditional residence) and the Dr. Colin B. Mackay Residence (two bedroom suite residence) which are operated as an ancillary operation for financial purposes. The MPHEC does not provide financial support to residence facilities and therefore the residence system budget is a cost-recovery budget which relies completely on accommodation revenue from residence students and conference services.

UNB Saint John's residence system offers students the opportunity to live on campus in modern, convenient accommodations. Our two residences offer standard house amenities that include furnished TV and study lounges, wireless internet, along with modern free laundry facilities. Both residences foster an academic and cultural environment in non-smoking, co-ed and security card locked buildings. The residence system is supported by our residence life staff along with key partnerships with Student Services and other academic and administrative support units.

The residence system was updated in 2013 with a wireless keycard system which permits the residence students to use their student ID card as their one card for residence and meal plan. Installation of Bell Aliant FibreOp was completed in 2013, providing wireless high speed internet, TV and phone with free long distance within NB and 5 cents per minute in Canada, US and 40 additional countries. The Dr. Colin B. Mackay Residence had an instant hot water system installed along with installation of Glycol to our steam heating system. The Sir James Dunn Residence having a complete floor renovation which included removal of carpet, installation of laminate flooring, replacement of lights and sink/vanity in each bedroom as well as full repainting.

The proposed residence budget is a comprehensive report of revenues, operating expenses and capital expenditures associated with the Saint John campus residence system. The 2013-14 academic year occupancy rate was 98% in first term with the 2014 winter occupancy rate at 94%.

Our strengths in residence & conference services are our students, clients and staff, along with a high residence demand from new and returning students, along with recurring conference business customers. Our goal is to be continually committed to our students, university community and to maintain and grow our conference business while offering professional development to our staff/students and continued support of our residence programs with our diverse student residence population.

RESIDENCE BUDGET PROPOSAL

2014-2015 BUDGET PREPARATION

The successful experience of the residence system (238 beds) was used in preparing the 2014-2015 financial plan.

It is **recommended** that the room portion of the residence fee increase by 3% for the Sir James Dunn Residence and 3% for the Dr. Colin B. Mackay Residence to offset increasing operating costs and also to stay competitive in the Saint John student housing market. A summary of all room rates from the beginning of our first year of operation is attached as Appendix 'A'. The existing Saint John Market and vacancy rates (see Appendix 'B') have also been taken into consideration in determining the residence fee.

Recent History Average Last Five Years 2.95%	
2014-15	3%
2013-14	3%
2012-13	3%
2011-12	3%
2010-11	2.75%

The tax free meal plan fees will increase by \$200 which will result in a \$2,600 declining balance plan. The \$300 and \$800 taxed meal card for the students living in the suites will remain unchanged.

The residence house dues that the University collects on behalf of the students will remain at \$70.

The budgeted operating expenditures are based upon the previous years' actual expenditures, with minor changes in both directions as appropriate.

RESIDENCE BUDGET PROPOSAL

The following table summarizes the 2014-2015 fees associated with the residence system in Saint John:

SAINT JOHN CAMPUS SUMMARY OF RESIDENCE FEES		
	PROPOSED	
	2014-2015	2013-2014
<u>Sir James Dunn Residence</u>		
- Super Single (double bed)	\$ 5,096	4,948
- Large Single (single bed)	\$ 4,979	4,834
- Single	\$ 4,660	4,525
- Double	\$ 4,158	4,037
- Meal Plan	\$ 2,600	2,400
<u>Dr. Colin B. Mackay Residence</u>		
- Two Bedroom Suites	\$ 5,227	5,075
- Meal Plan III (taxable)	\$ 300	300
- Meal Plan IV (taxable)	\$ 800	800

ALL ROOM RATES INCLUDE FIBRE-OP INTERNET, TV AND TELEPHONE

Food Plan

The Saint John Campus residence food plan, operated by an external food contractor, COMPASS CANADA, is a 'declining balance' board plan which offers several advantages over the traditional types of plans:

Convenience – students do not need to rush to meals served only in one dining hall. Students have the flexibility to eat in the Baird Dining Hall or at Tim Horton's, which are both operated by Aramark.

No missed meals – students who go home on weekends, play team sports or have untimely schedules for meals need not worry about paying for meals they miss.

No HST – meal plan \$2,600 is tax exempt.

Security – students do not need to carry cash at any time on campus to enjoy a meal or a snack – they just use their student ID card.

Students are **not expected to eat limited menu items** at precise meal times. They have the flexibility to eat at their leisure, and choose a menu that agrees with them for that meal.

All plans allow students to **purchase additional 'debits'** in increments of \$25.00 should their original balance purchased reach zero.

RESIDENCE BUDGET PROPOSAL

Conference Services

Conference Services is critical to the financial well-being of the Residence System and requires exploring ways to increase new revenues along with marketing and working closely with the Saint John tourism community and Sport New Brunswick. This has become increasingly more difficult over the past few years due to the construction of several new hotels in Saint John. The Canada Games Stadium has now been refurbished and it is hoped that we will now see more external provincial tournaments including major track & field events which will help to increase our summer revenue.

The 2014-2015 summer rates are as follows:

SUMMER ACCOMODATIONS RATES		
	Daily	
Summer Rates		
Single	\$ 35.00	Plus tax
Double	\$ 48.00	Plus tax
Suite	\$ 75.00	Plus tax
Additional persons \$5.00 plus tax		
Student Rates per person		Weekly
Single		\$115
Two Bedroom Suite – per person		\$140

RESIDENCE BUDGET PROPOSAL

UNB Saint John Campus
Consolidated Residence System
Budget 2014-15

	<u>2014-15</u>	<u>2013-14</u>
Number of Residents	238	238
Revenue		
Students Income	1,087,284	1,069,019
Summer Income	200,000	200,000
Vacancy Allowance 10%	0	0
Meal Plan Income	170,000	170,000
Apartment Rentals	13,000	13,000
House Fines	1,000	1,000
Total Revenue	1,471,284	1,453,019
Expense		
Operating Expenses		
Travel Pool - Res Life	6,000	6,000
Travel Pool - Admin	2,370	2,370
Entertainment Allowance	3,500	3,500
Residence Assistant Training	9,500	9,500
Steam Heat	40,000	45,000
Electrical	85,540	85,540
Water	50,000	42,000
Maintenance Materials	10,000	10,000
Renovation - Camera	4,000	4,000
Renovation various items	4,000	4,000
Renovation - room renovations	11,000	11,000
Cleaning Contractor	87,000	81,000
Meal Plan Expenses	170,000	170,000
Garbage Removal	12,000	12,000
FibreOp (Tel, TV & Internet)	160,000	166,755
Elevator Contract	6,600	6,600
Management Fee Physical Plant	39,500	39,500
Misc. Maintenance Contracts	10,000	10,000
Repair Parts	5,000	5,000
Cleaning Supplies	12,000	12,000
Long Distance Charges	2,000	2,000
Cell Phone Charges	1,800	1,800
Laundry Repair Contract	2,500	2,500
Furniture & Equipment	13,000	13,000
Office Supplies	2,825	2,825
Postage	2,000	2,000
Photocopying	4,000	4,000
Bank Service Charges	2,000	2,000
Insurance	6,691	6,510
Advertising	4,000	4,000
House fines - spent	1,000	1,000
Total Operating Expenses	769,826	767,400

RESIDENCE BUDGET PROPOSAL

Salary & Related Expenses		
Full Time Salaries	137,989	128,858
Residence Assistants	38,689	37,925
Summer Students Office	14,000	14,000
Summer Students - Cleaning	14,320	14,320
Fringe Benefit Costs	28,270	27,597
Total Salary & Related Expenses	233,268	222,700
Total Expenses	1,003,094	990,100
Net Revenue (Loss) Before Debt Service & Capital Renewal	468,190	462,919
Debt Service	403,062	403,548
Capital Renewal	65,128	59,371
Net Position	0	0

RESIDENCE BUDGET PROPOSAL

APPENDIX "A"

Page 1

SIR JAMES DUNN RESIDENCE ROOM & APARTMENT RATES					
Year	Super Single Double Bed	Large Single Single Bed	Single	Double	Apartments (Per Month)
1993-94		\$ 2,734	\$ 2,734	\$ 2,189	\$ 575
1994-95		2,734	2,734	2,189	575
1995-96		2,835	2,835	2,260	575
1996-97		3,050	3,050	2,350	575
1997-98		3,210	3,210	2,470	575
1998-99		3,410	3,210	2,470	575
1999-00		3,410	3,210	2,470	575
2000-01		3,474	3,274	2,520	575
2001-02		3,655	3,355	2,583	575
2002-03		3,738	3,438	2,648	575
2003-04		3,824	3,524	2,714	575
2004-05		4,015	3,700	2,850	575
2005-06		4,215	3,885	3,135	575
2006-07		4,257	3,924	3,449	575
2007-08		4,257	3,924	3,449	575
2008-09		4,257	3,924	3,449	575
2009-10	4,463	4,363	4,022	3,535	575
2010-11	4,574	4,472	4,122	3,624	400 – per person
2011-12	4,665	4,561	4,122	3,805	400 – per person
2012-13	4,804	4,698	4,394	3,920	400 – per person 800 – one person
2013-14	4,948	4,834	4,525	4,037	400-per person 800 – one person
Proposed 2014-15	5,096	4,979	4,660	4,158	400- per person 800-one person

RESIDENCE BUDGET PROPOSAL

APPENDIX 'A'
Page 2

DR. COLIN B. MACKAY RESIDENCE TWO-BEDROOM SUITE RATES	
Year	Rate Per Person
2003-04	\$ 3,950
2004-05	4,150
2005-06	4,357
2006-07	4,401
2007-08	4,401
2008-09	4,401
2009-10	4,511
2010-11	4,646
2011-12	4,785
2012-13	4,928
2013-14	5,075
Proposed 2014-15	5,227

RESIDENCE BUDGET PROPOSAL

APPENDIX "B"

COMPARABLE (AVERAGE) APARTMENT RENTS								
SAINT JOHN AREA								
Zone	Bachelor		1 Bedroom		2 Bedroom		3 Bedroom	
	2012	2013	2012	2013	2012	2013	2012	2013
South-1	489	495	607	600	744	732	823	828
West-2	435	432	515	527	626	643	689	753
North-3	506	485	603	597	715	714	705	724
East-4	467	491	588	561	641	702	718	772
Saint John (1-4)	487	488	558	584	691	703	734	765

Most sought after by students is in Zone 3, and preferably within walking distance of the University (Zone 3). The above Saint John area rental charges may or may not include heat.

VACANCY RATES (%) BY ZONES								
SAINT JOHN AREA								
Zone	Bachelor		1 Bedroom		2 Bedroom		3 Bedroom	
	2012	2013	2012	2013	2012	2013	2012	2013
*South-1	8.0	5.9	9.8	9.1	9.4	14.6	No Data	10.9
*West-2	No Data	No Data	9.9	12	7.2	18.8	5.7	8.8
*North-3	10.3	No Data	9.7	8.9	9.8	11.2	10.9	12.0
East-4	21.3	10.1	13.3	15.3	8.6	12.1	9.5	12.5
Saint John (1-4)	10.5	9.1	10.3	10.4	9.0	11.8	9.2	11.3

* Data suppressed to protect confidentiality or data is not statistically reliable.

Source: CMHC Rental Market Report, October, 2013
Saint John, Canadian Mortgage & Housing Corporation

The overall average rent increased less than 1% in the Saint John Area while the increase in average rent for two-bedroom units in the North-3 area did not increase.