



**ACADEMIC BOARD**

**Thursday, October 7, 2010, 4:10 – 5:30 p.m.  
Council Chamber, Simcoe Hall**

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**AGENDA**

1. **Welcome and Orientation**
2. **Approval of the Report of the Previous Meeting: June 2, 2010 \***
3. **Business Arising from the Report of the Previous Meeting**
4. **Reports of the Agenda Committee Meetings:**
  - a) **Report Number 164 - June 2, 2010 \***
  - b) **Report Number 165 September 28, 2010 \***
5. **Report of the Vice-President and Provost**
6. **Feedback from 2009-2010 Academic Board Members** (oral report)
7. ***Policy on the Temporary Use of Space at the University of Toronto***  
(Arising from Report Number 138 of the Planning and Budget Committee (September 20, 2010))

Be It Recommended to the Governing Council

THAT the *Policy on the Temporary Use of Space at the University of Toronto* be approved, effective immediately, replacing the *Policy for the Allocation of Rooms -- Extracurricular Bookings* approved on June 1, 1988.

8. **Items for Information**
  - (a) **Report on Approvals Under Summer Executive Authority\***
  - (b) **Calendar of Business for 2010-11\***
  - (c) **Appointments and Status Changes\***
  - (d) **Report Number 138 of the Planning and Budget Committee (September 20, 2010)\*\***
9. **Date of Next Meeting - Thursday, November 25, 2010 at 4:10 p.m.**
10. **Other Business**

*In camera*

11. **Quarterly Report on Donations: May 1, 2010 – July 31, 2010\*\*\***

\* Documentation attached

\*\* Documentation to follow

\*\*\* Confidential documentation for members only

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Agenda of the Academic Board Meeting, October 7, 2010

***Special Assistance for the Meeting***

*If you require any special assistance, including assistance in gaining access to the Governing Council Chamber or Board Room on the second floor of Simcoe Hall, please let us know well in advance so that arrangements can be made. The Office of Governing Council can be reached at 416-978-6576 or [governing.council@utoronto.ca](mailto:governing.council@utoronto.ca).*

*Please note that a major construction project affecting Simcoe Hall is currently under way. The purpose of the project is to install an accessible elevator replacing the existing lift, which has been removed in the course of the renovation. As well, accessible washrooms are being installed that will serve Simcoe Hall and Convocation Hall. The project is expected to be completed before the end of the academic year. If you require accommodation due to the disruption please contact the Office of Governing Council at least 5 business days in advance of a planned meeting or event, and we will work together to find an appropriate alternative.*

- \* Documentation attached
- \*\* Documentation to follow
- \*\*\* Confidential documentation for members only



**MEMORANDUM**

To: Members of the Academic Board  
From: Mae-Yu Tan, Secretary  
Date: September 30, 2010  
Re: **Academic Board Meeting - Thursday, October 7, 2010 at 4:10 p.m.**

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**(a) Agenda Package**

Enclosed is the agenda package for the meeting of the Academic Board that will be held on **Thursday, October 7, 2010 in the Council Chamber, Simcoe Hall, room 214, at 4:10 p.m.** If members have questions on any of the agenda items, please notify me by 12 noon on Wednesday, October 6th, so that appropriate information may be obtained.

**(b) Information about the Academic Board**

The following information is provided for reference and background to your work as a member of the Academic Board in the 2010-11 academic year. If you have any questions, or if you would like further information, please do not hesitate to contact me by email ([maeyu.tan@utoronto.ca](mailto:maeyu.tan@utoronto.ca)) or by phone (416-978-8794).

**Membership & Meeting Schedule:**

- Members of the Academic Board for 2010-11
- Schedule of Governing Council meetings for 2010-11

**Frequently Asked Questions**

**Terms of Reference of the Academic Board**

**Organization**

- Staff contact list for the Office of the Governing Council
- Governing Council Organization chart

**(c) Confirmation of Meeting Attendance**

Please contact Ms Kata Skoko by phone (416-978-6576) or email ([governing.council@utoronto.ca](mailto:governing.council@utoronto.ca)) to indicate whether or not you will be able to attend the meeting, so that we may ensure that quorum will be met.

Thank you.

## Membership of the Governing Council's Boards and Committees 2010-2011

### Academic Board

#### Administrative and Professional Staff

Ms Patricia Bellamy  
Mrs Bonnie Horne  
Ms Cathy Hughes  
Mr. Liam Mitchell  
Helen Slade  
Ms Lynn Snowden

#### Alumni

Mr. Tyler Currie  
Ms Caroline Di Giovanni  
Mr. Nykolaj Kuryluk  
Miss Maureen J. Somerville  
Mr. Daniel Alexander Taranovsky

#### *ex officio*

Professor Derek Allen  
Professor Cristina Amon  
Professor Sylvia Bashevkin  
Ms Marilyn Booth  
Mr. Louis R. Charpentier  
Professor David Cook  
Professor Brian Corman  
Professor Joseph Desloges  
Mr. John A. Fraser  
Professor Meric S. Gertler  
Professor Rick Halpern  
Professor Russell Hartenberger  
Professor Ira Jacobs  
Professor Henry Mann  
Professor Roger L. Martin  
Dr. Thomas Mathien  
Professor Mark McGowan  
Professor Faye Mishna  
Professor David Mock  
Ms Carole Moore  
Professor Mayo Moran

#### *ex officio*

Professor Amy Mullin  
Professor David Naylor, President  
Dr. Sioban Nelson  
Mr. Richard Nunn, Vice-Chair of the Governing Council  
Professor Julia O'Sullivan  
Professor Janet Paterson  
Mr. John F. (Jack) Petch, Chair of the Governing Council  
The Honourable David R. Peterson, Chancellor  
Professor Yves Roberge  
Professor Seamus Ross  
Professor Sandy Smith  
Professor Richard Sommer  
Professor Catharine Whiteside

#### Students

Mr. Justin Basinger, full-time undergraduate student  
Mr. Hanif Bayat-Movahed, graduate student  
Ms Annie Claire Bergeron-Oliver, full-time undergraduate student  
Mr. Shaun Datt, full-time undergraduate student  
Mr. Ken Davy, part-time undergraduate student  
Ms Emily Holland, graduate student  
Miss Jemy Mary Joseph, graduate student  
Ms Min Hee Margaret Kim, full-time undergraduate student  
Mr. Kent Kuran, full-time undergraduate student  
Ms Cecilia Alexandra Livingston, graduate student  
Mr. Rishi Maharaj, full-time undergraduate student  
Mr. Jeff Peters, part-time undergraduate student  
Mr. Shakir Rahim, full-time undergraduate student  
Miss Priatharsini Sivananthajothy, full-time undergraduate student  
Mr. Gregory Louis West, graduate student  
Mr. Dickson Yang, full-time undergraduate student

#### Teaching Staff

##### **Professor Varouj Aivazian (Vice-Chair)**

Professor Catherine Amara  
Professor Maydianne Andrade

### Teaching Staff

Professor Jan Angus  
Professor Dwayne L. Barber  
Professor Ronald Beiner  
Professor Denise Belsham  
Professor Katherine Berg  
Professor Parth Markand Bhatt  
Professor Philip (Phil) H. Byer  
Professor Terry J. Carleton  
Professor Sujit Choudhry  
Professor William Russell Cluett  
Professor Elizabeth Cowper  
Dr. Alister Cumming  
Professor Gerald Cupchik  
Professor Christopher Damaren  
Dr. Karen D. Davis  
Professor Charles Deber  
Professor Gabriele D'Eleuterio  
Professor Miriam Diamond  
Professor Darryl Raymond Edwards  
Professor Suzanne Erb  
Professor Robert Gibbs  
Dr. Avrum I. Gotlieb  
Professor Ellen Hodnett  
Professor Alison Mary Keith  
Dr. Chris Koenig-Woodyard  
Professor Christina E. Kramer  
Dr. Jim Yuan Lai  
Ms Lesley Ann Lavack

#### **Professor Louise Lemieux-Charles (Chair)**

Professor Heather MacNeil  
Professor Douglas McDougall  
Professor Angelo Melino  
Professor Matthew Mitchell  
Professor Carol Moukheiber  
Professor Michelle Murphy  
Professor Linda Northrup  
Professor Ito Peng  
Ms Judith C. Poe

### Teaching Staff

Professor Ato Quayson  
Dr. Susan Rappolt  
Professor Jeffrey Rosenthal  
Professor Locke Rowe  
Professor Andrea Sass-Kortsak  
Professor Romin Tafarodi  
Dr. Roslyn Thomas-Long  
Professor Njoki Wane  
Professor Wendy Ward  
Dr. Donald A. Wasylenki  
Professor Charmaine Cordelia Williams

### Presidential Assessors

Professor Cheryl Misak, Senior Assessor  
Professor Scott Mabury, Voting Assessor  
Professor Cheryl Regehr, Voting Assessor  
Professor R. Paul Young, Voting Assessor  
Ms Sally Garner, Non-Voting Assessor  
Professor Angela Hildyard, Non-Voting Assessor  
Professor Edith M. Hillan, Non-Voting Assessor  
Mr. David Palmer, Non-Voting Assessor  
Ms Catherine Riggall, Non-Voting Assessor  
Professor Hargurdeep (Deep) Saini, Non-Voting Assessor  
Mr. Nadeem Shabbar, Non-Voting Assessor  
Ms Elizabeth Sisam, Non-Voting Assessor  
Professor Franco J. Vaccarino, Non-Voting Assessor  
Ms Judith Wolfson, Non-Voting Assessor

Academic Board (web) - Orientation

University of Toronto  
Governing Council and its Boards and Committees  
2010-2011 Meeting Schedule

September 14, 2010

\* reserve date  
\*\* special meeting date  
Strikethrough = cancelled

Board or Committee	Committee on Academic Policy & Programs	Planning & Budget Committee	Agenda Committee	Academic Board	Senior Appointments and Compensation Committee	Audit Committee	Business Board	Elections Committee	University Affairs Board	Committee for Honorary Degrees	Executive Committee	Governing Council
Usual meeting time and location.	4:10 pm Council Chamber	4:10 pm Council Chamber	2:00 pm Forster Room	4:10 pm Council Chamber	5:00 pm Chair's Office	4:00 pm Board Room meetings are held in closed session	5:00 pm Council Chamber	4:00 p.m. Falconer Room Rm. 107C	4:30 pm Council Chamber	9:00 am Board Room meetings are held <i>in camera</i>	5:00 p.m. Board Room meetings are held in closed session	4:30 p.m. Council Chamber
Summer Dates												
Retreat / Orientation							1. Mon Sep 27 4:00 pm 2. Mon Nov 1 4:00 pm					Mon Sep 13 9:30 am - 2:30 pm
Post-Orientation Meetings											Wed Sep 8	Wed Sep 8 Mon Sep 13 8:45 am
Cycle 1	Tue Sep 21	Mon Sep 20	Tue Sep 28 (2:00-4:00 pm)	Thu Oct 7	Wed Oct 13	Wed Sept 15	Mon Sep 27	Wed Sep 29	Tue Sep 28	Tue Sep 21	Wed Oct 6** 12:30 pm Fri Oct 15 12:00 pm	Thu Oct 28 4:00 pm
Cycle 2	Tue Nov 9	Wed Nov 10	Wed Nov 17	Thu Nov 25	Thu Nov 11 4:00 pm		Mon Nov 1 (2A) Mon Dec 13 (2B)		Tue Nov 2	Thu Oct 21	Mon Dec 6	Thu Dec 16
Cycle 3	Tue Jan 11	Wed Jan 12	Tue Dec 14* Tue Jan 18	Thu Jan 27	Wed Jan 26	Wed Dec 8	Mon Jan 31		Tue Feb 1	Thu Nov 11 12:15 pm	Mon Feb 7	Thu Feb 17
Cycle 4	Tue Mar 1	Wed Mar 2	Tue Mar 8	Thu Mar 17	Wed Mar 9	Mon Mar 21*	Mon Mar 7		Tue Mar 15		Mon Mar 28	Thu Apr 7
Cycle 5	Tue Apr 5	Wed Apr 6	Fri Apr 15 Tue May 3*	Tue Apr 26	Wed Apr 27	Tue May 10	Mon Apr 4 (5A) Mon May 2 (5B)		Tue Apr 12		Mon May 9	Thu May 19 UTM
Cycle 6	Mon May 16	Wed May 18	Fri May 20 Tue Jun 28*	Wed Jun 1 10 am	Wed Jun 1	Wed Jun 15	Thu Jun 16	Mon June 6	Tue May 31		Mon Jun 13 (6A) Thu Jun 23 (6B) 3:00 pm	Thu Jun 23 4:00 pm

If you are a person with a disability who requires accommodation, please contact the Office of the Governing Council (phone: 978-6576 / email: governing.council@utoronto.ca) three business days in advance of the meeting.

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## Frequently Asked Questions: Academic Board

### What is the Academic Board?

*The Academic Board is one of the three Boards of the Governing Council.*

### What are the responsibilities of the Academic Board?

*The Board's responsibilities are stated in its terms of reference available online:  
<http://www.governingcouncil.utoronto.ca/Assets/Governing+Council+Digital+Assets/Boards+and+Committees/Academic+Board/abtor.pdf>*

*In general terms, the Board is responsible for matters affecting the teaching, learning, and research functions of the University, the establishment of University objectives and priorities, the development of long-term and short-term plans and the effective use of resources in the course of these pursuits.*

### What are the Standing Committees of the Academic Board?

*The Academic Board has four Standing Committees:*

- *Academic Appeals Committee*
- *Agenda Committee*
- *Committee on Academic Policy and Programs*
- *Planning and Budget Committee*

## MEMBERSHIP

### Who are the members of the Academic Board?

*The Board has 121 voting members:*

- *86 teaching staff:*
  - *6 teaching staff members of the Governing Council*
  - *50 teaching staff elected to the Academic Board*
  - *30 ex officio members, including the Vice-President and Provost, all Principals and Deans, the Director of the Transitional Year Program, the Master of Massey College, the Director of the School of Continuing Studies, and the Chief Librarian;*
- *2 elected librarians;*
- *4 administrative staff:*
  - *one administrative staff member of the Governing Council*
  - *three administrative staff who are not members of the Governing Council;*
- *6 lay members (alumni or government appointees to the Governing Council);*
- *16 students:*
  - *4 student members of the Governing Council*
  - *12 students who are not members of the Governing Council;*
- *4 voting assessors selected by the President;*
- *Chair and Vice-Chair of the Governing Council, Chancellor, President<sup>1</sup>.*

### How are members of the Academic Board chosen?

*Members of the Governing Council are appointed to the Academic Board by the Governing Council on the recommendation of the Executive Committee.*

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<sup>1</sup> The Chair and Vice-Chair of the Governing Council, the Chancellor, and the President are ex officio members of all Governing Council Boards and Committees.

**How are members of the Academic Board chosen? (cont'd)**

*Teaching Staff members are elected to the Academic Board from each faculty and from the University of Toronto Mississauga (UTM) and the University of Toronto at Scarborough (UTSC). There are 14 teaching staff members elected from the Faculty of Arts and Science, 11 teaching staff members elected from the Faculty of Medicine, 3 teaching staff members elected from each of the following faculties/divisions: Applied Science and Engineering, Ontario Institute for Studies in Education (OISE), UTM and UTSC, and 1 teaching staff member elected from each of the other Faculties.*

*Two teaching staff members are elected by the School of Graduate Studies.*

*Two librarians are elected by, and from among, the librarians.*

*Administrative staff, alumni and student members of the Academic Board who are not members of the Governing Council (co-opted members) are appointed by the Academic Board on the recommendation of its Striking Committee.*

*The Vice-President and Provost, Principals and Deans, the Chief Librarian, the Director of the Transitional Year Program, the Director of the School of Continuing Studies, and the Master of Massey College are members of the Board by virtue of their position (ex officio).*

**How long do members serve on the Board?**

*Members of the Governing Council and co-opted student and alumni members are appointed to the Academic Board for a one-year term, July 1 to June 30. Teaching staff and librarian members of the Academic Board are elected for three-year terms. Terms of the co-opted administrative staff members range from one year to three years.*

*All members are eligible for reappointment. There is no maximum term for membership on the Academic Board.*

**How are the Chair and Vice-Chair of the Academic Board appointed?**

*Section 29 (e) of By-Law Number 2 of the Governing Council requires that the Chair and Vice-Chair of each of the three Boards be appointed by the Governing Council from among the members of the Board who are members of the Governing Council.*

**ROLE OF MEMBERS****What is the role of members of the Academic Board?**

*The University of Toronto Act, 1971, requires that members of the Governing Council, and, by extension, members of its Boards and Committees, must ‘act with diligence, honestly and with good faith in the best interests of the University and University College’. Although members come from various constituencies, they must put the interests of the University first, rather than the interests of the constituency to which they belong.*

*Members are expected to assess with great care the proposals that come to the Board. An effective member:*

- *asks searching questions and contributes thoughtfully to the debate,*
- *listens to other members and, always,*
- *considers, when voting, what is in the best interests of the entire University.*



**ROLE OF MEMBERS** (cont'd)

**What is the role of the Board’s Chair and Vice-Chair?**

*The Chair of the Board is the Presiding Officer and is responsible for maintaining order and decorum at the meeting. During the meeting, the Chair rules on all points of order. The Chair of the Board is also the Chair of the Agenda Committee.*

*The Chair presents recommendations from the Board to the Executive Committee and to the Governing Council. The Chair also serves as an ex officio member of the Committee for Honorary Degrees.*

*The Vice-Chair of the Board acts for the Chair in his/her absence, and carries out such duties as the Chair requests.*

**What is the role of the Board’s Assessors?**

*Assessors are members of the University’s administration who bring items for the Board’s consideration and provide recommendations for action on those items.*

*The Board has **four voting assessors**,*

- *the Vice-President and Provost, who is the senior Assessor,*
- *the Vice-President, Research,*
- *the Vice-Provost, Academic Operations, and*
- *the Vice-Provost, Academic Programs.*

*There are **ten non-voting assessors** appointed to the Board:*

- *the Vice-President, Advancement,*
- *the Vice-President, Business Affairs,*
- *the Vice-President, University Relations,*
- *the Vice-President, Human Resources and Equity,*
- *the Vice-President and Principal, University of Toronto Mississauga,*
- *the Vice-President and Principal, University of Toronto at Scarborough,*
- *the Vice-Provost, Faculty and Academic Life,*
- *the Assistant Vice-President, Campus and Facilities Planning,*
- *the Executive Director, Planning and Budget, and*
- *the Chief Real Estate Officer.*

*The non-voting assessors may choose to attend or not attend each meeting, depending on the business on the agenda.*

**MEETINGS**

**How often does the Academic Board meet?**

*The Academic Board normally meets **6 times** per year – once in every 4 to 6 week governance cycle.*

**When does the Academic Board meet?**

*Meetings are usually scheduled on **Thursday at 4:10 p.m.***

**Where does the Academic Board meet?**

*Meetings are held in the **Council Chamber at Simcoe Hall**, room 214, 27 King’s College Circle, St. George Campus.*

**MEETINGS** (cont'd)

**How long are the Academic Board meetings?**

*The meetings are usually completed within 2 hours of the starting time. If there is insufficient time to discuss some of the 'for information' items that appear at the end of an agenda, they can be discussed at the next meeting.*

**Can anyone attend meetings of the Academic Board?**

*Yes. Meetings are normally held in open session. If the meetings move in camera, non-member will be asked to leave the room at that point.*

**MEETING AGENDA AND DOCUMENTATION**

**Who sets the agenda of the Board?**

*The Agenda Committee sets the agenda for the Academic Board. Members of the group include the Chair and the Vice-Chair of the Board, the Vice-President and Provost, the Chair and Senior Assessor of the Committee on Academic Policy and Programs, the Chair and Senior Assessor of the Planning and Budget Committee, two teaching staff members, and one student member of the Board appointed on the recommendation of the Academic Board Striking Committee, and the Secretary of the Board.*

*This group reviews business to come forward, makes decisions about which matters are ready to be considered by the Board, and determines the order of the agenda. The group may also provide advice about the documentation for the various items.*

**When is meeting documentation available to members?**

*Non-confidential meeting material is normally posted on the Governing Council website (<http://www.governingcouncil.utoronto.ca/bac/ab.htm>) one week prior to each meeting. Members are then sent an email message containing the url where they may view the documentation. This material, including the agenda, is also available to the public.*

**What should members do if they have questions about the documentation or items on the agenda?**

*If members find the documentation inadequate or if there is substantial information missing that a member feels would be helpful in making a decision about any of the items, they can inform the Board Secretary, who will alert the Board Chair and the appropriate assessor to prepare a response. Members may also contact the appropriate assessor directly.*

*The Secretary can also facilitate access to policies, Board reports, or public documents that Governing Council has on file or on the Governing Council website (<http://www.governingcouncil.utoronto.ca/home.htm>).*

## MEETING PROCEDURES

### What are the rules of order for meetings of the Academic Board?

*Because of its size, the Board uses the procedures set out for meetings of the Governing Council in By-Law Number 2 of the Governing Council (<http://www.governingcouncil.utoronto.ca/Assets/Governing+Council+Digital+Assets/Policies/bylaw2.pdf>)*

### Who may speak at meetings of the Academic Board?

*Only members of the Board may speak during meetings, once they have been recognized by the Chair. The Chair may also recognize members of the Governing Council who are in attendance, and invite them to speak. Such members are guests and are asked to sit in the section reserved for guests and not at the table.*

*Members should always feel free to discuss any item in the detail that they feel is appropriate. The discussion should be through the Chair. Cross-talk is not useful in carrying out the business of the Board. Members are encouraged to prepare for meetings by reviewing the background documentation in order to ensure that discussion at Board meetings is focused and productive.*

### Is there an opportunity for non-members to address the Board?

*Non-members may request to speak to the Board in accordance with **Procedures for Non-members to Address Governing Council, its Boards and Committees** (<http://www.governingcouncil.utoronto.ca/Assets/Governing+Council+Digital+Assets/Policies/PDF/procedureaddgcmr91995.pdf>). A non-member may make a request to the Chair by contacting the Board Secretary prior to the meeting.*

*Alternatively, a member may make a motion to permit a non-member to address the Board. To carry, such a motion must be supported by 2/3 of the members present and voting. In all cases, speaking time for non-members is limited to at most five minutes.*

### How are items for approval brought forward and dealt with by the Board?

*Normally items are recommended to the Board for approval by one of its Standing Committees. The assessor prepares a cover memo that includes jurisdictional information, highlights of the proposal, and the required action.*

*Some items go directly to the Academic Board for consideration. These include divisional constitutions, policies on the nature of academic employment, policies and procedures with respect to academic discipline, name changes of academic units, and agreements with certain affiliated or federated institutions.*

## MEETING PROCEDURES (cont'd)

### Can a member propose a matter for consideration by the Board?

*There are four ways in which a matter may be added to the agenda of a meeting:*

- A member may give **notice of motion** to be presented at the next meeting of the Board. The Agenda Committee will consider the motion and may:
  - place it on the agenda of a subsequent meeting;
  - decline to place it on the agenda of a subsequent meeting.

*The action taken with respect to the motion must be reported at the next meeting of the Board.*

- A member may make a **motion to add an item to the agenda** of any given meeting. Such a motion requires the support of two-thirds of the members present and voting. As a courtesy to the Chair, such a request should be made to the Board Secretary prior to the meeting.
- The **Board may vote in favour of placing an issue on the agenda** at a specific future meeting. This requires a simple majority of the members present and voting.
- Upon **written request**, signed by at least 10 percent of the voting members of the Board (12 members) and submitted at a meeting of the Board, a stated matter or motion shall be included on the agenda of the Board's next regular meeting.

### What choices of action does the Board have when considering a proposal?

*The Board will normally exercise one of three options when considering a proposal:*

- **recommend the proposal for approval;**
- **refer the proposal back** to the administration for further study and amendment; or
- **reject the proposal.** This is done very rarely.

*Following the Governing Council's approval of the **Balfour Report** in 1988, the Academic Board does have the right to amend proposals that come directly to the Board and not from a Standing Committee or a Divisional Council. Given the responsibility of the Board's assessors for developing proposals, that right has not been exercised. Doing so would be a very serious step, after only a brief discussion by the Board, when the original proposal has been the outcome of very careful work by experts in the operating units and the senior administration of the University. However, motions to amend proposals that come directly to the Board would not be ruled out of order.*

*In some cases, the assessors have accepted a minor change that does not contravene the sense of the original motion.*

### Who is entitled to vote on a proposal at the Board meeting?

*Only members of the Board may vote on items for approval.*

### Are the number of votes in favour and opposed to the motion recorded in the minutes?

*Votes are not recorded unless three members request a recorded vote before the vote is called. Names of members are never recorded.*

**How are items for information dealt with by the Board?**

*Some items come before the Board for information. Such reports can often be very important. They provide the key means for the Board to monitor the work of the administration. Other reports are intended to keep the Board informed of current issues and developments.*

*Members may always ask questions or ask for discussion on an aspect of the report, as well as offer advice to the appropriate assessor. If there are concerns, the Board may request a follow-up report. Other than that, no formal action is required from the Board.*

*Some of the more routine “for information” reports may simply be distributed with the agenda package and, at the meeting, no review or introduction will be given by the assessor. That would not, however, preclude questions or discussions.*

**On what matters does the Academic Board have final approval?**

*The **University of Toronto Act, 1971** permits the Governing Council to delegate authority to committees that are not composed of a majority of Governing Council members in the following areas: examinations; the award of fellowships, scholarships, medals, prizes and other awards for academic achievement; standards for admission; contents and curricula of all programs and courses of study; and the requirements for graduation. Apart from those areas, the **Act** permits the Governing Council to delegate final approval authority only to bodies composed of a majority of Governing Council members.*

*The Academic Board was created to provide an academic voice in governance, and its composition deliberately does not have a majority of Governing Council members. Therefore, decisions of the Board in other than the purely academic matters above must either be approved by the Governing Council (where required by the Board’s terms of reference) or must be confirmed by the Executive Committee.*

*However, with respect to matters requiring only Executive Committee confirmation, “it is expected that, normally, confirmation will be forthcoming. If the Executive Committee is of the opinion that a matter requires reconsideration it might refer the matter back to the Academic Board with an explanation. Alternatively, the Executive Committee might decide that a matter within its authority is sufficiently important to warrant consideration by the Governing Council itself. The Executive Committee would not reject Academic Board recommendations.”<sup>2</sup>*

**SUPPORT TO THE BOARD****Who provides support to the Academic Board and its members?**

*The Board is supported by staff from the Governing Council Office. The Board Secretary is Ms Mae-Yu Tan ([maeyu.tan@utoronto.ca](mailto:maeyu.tan@utoronto.ca) / 416-978-8794). She is available to answer questions about the Board and its work, and to provide additional information about governance at the University.*

*The Governing Council Office may also be contacted by **phone** at 416-978-6576 or by **email** at [governing.council@utoronto.ca](mailto:governing.council@utoronto.ca).*

*Information about the Academic Board is available at:  
<http://www.governingcouncil.utoronto.ca/bac/ab.htm>.*

<sup>2</sup> Report of the Chairman’s Advisory Committee on Governance (the Balfour Committee) approved by the Governing Council in May 1988.

**ACADEMIC BOARD**  
**TERMS OF REFERENCE**

**1. MEMBERSHIP****1.1 Composition**

	<u>Ex officio</u>	<u>Elected</u>	<u>Appointed</u>	<u>Total</u>
Teaching Staff				
<u>Group I</u>				
Arts and Science	1	14		
St. George				
Colleges	7			
Erindale	1	3		
Scarborough	<u>1</u>	<u>3</u>		
Totals	<u>10</u>	<u>20</u>		<u>30</u>
<u>Group II</u>				
Medicine	1	11		
Dentistry	1	1		
Nursing	1	1		
Physical Ed. & Health	1	1		
Pharmacy	<u>1</u>	<u>1</u>		
Totals	<u>5</u>	<u>15</u>		<u>20</u>
<u>Group III</u>				
App.Sci.& Engineering	1	3		
OISE/UT	1	3		
Management	1	1		
Music	1	1		
Law	1	1		
Social Work	1	1		
Forestry	1	1		
Information Studies	1	1		
Architecture, Landscape, and Design	<u>1</u>	<u>1</u>		
Totals	<u>9</u>	<u>13</u>		<u>22</u>
<u>Group IV</u>				
Graduate Studies	<u>1</u>	<u>2</u>		<u>3</u>
<u>Sub-total Divisional Teaching Staff</u>	<u>25</u>	<u>50</u>		<u>75</u>

	<u>Ex officio</u>	<u>Elected</u>	<u>Appointed</u>	<u>Total</u>
Governing Council				
Teaching Staff		6		6
Vice-President and Provost	1			1
Director, School of Continuing Studies	1			1
Director, TYP	1			1
Librarians	1	2		3
Master, Massey College	<u>1</u>			<u>1</u>
<u>Sub-total</u>	<u>30</u>	<u>58</u>		<u>88</u>
Students				
Governing Council		4		
Non-Governing Council			12	<u>16</u>
Administrative Staff				
Governing Council		1		
Non-Governing Council			3	<u>4</u>
Alumni				
Governing Council		2		
Non-Governing Council			1	<u>3</u>
LGIC Appointees			3	<u>3</u>
Presidential Assessors			<u>3</u>	<u>3</u>
<b>TOTALS</b>	<u>30</u>	<u>65</u>	<u>22</u>	<u>117</u>

In addition to the *ex officio* members listed above, the Chairman and Vice-Chairman of the Governing Council, the President and the Chancellor are *ex officio* voting members of the Academic Board. The Secretary of the Governing Council is an *ex officio* non-voting member of the Board.

The President may appoint annually University Officers as non-voting assessor members of the Board in addition to the four voting assessors.

## 1.2 Term

Terms begin on July 1 and continue to June 30.

The Governing Council members of the Academic Board are appointed annually by the Governing Council and may be re-appointed subject to their continued membership on the Governing Council. Elected teaching staff and librarians are normally elected for three-year terms and are eligible to be re-elected. The non-Governing Council student members are appointed annually by the Board and may be re-appointed. The non-Governing Council administrative staff and alumni members are appointed by the Board for one- to three-year terms, and may be re-appointed.

### 1.3 Chair and Vice-Chair

The Governing Council shall appoint the Chair and Vice-Chair of the Board from among the members of the Council on the Board.

## 2. QUORUM

One-third of the voting members (normally 41).

## 3. COMMITTEES

### 3.1 Standing Committees

The Standing Committees of the Board are: Agenda Committee  
Academic Appeals Committee  
Committee on Academic Policy and Programs  
Planning and Budget Committee

### 3.2 Special Committees

From time to time the Board may find it useful to establish Special Committees to consider particular issues. Special Committees are normally formed on the recommendation of the Agenda Committee, when, in the view of the Board, one or more of the following conditions exist:

- a) an issue cannot be accommodated easily within Standing Committee schedules - either intense scrutiny is required in a relatively short time or thorough examination of complex issues is necessary over a relatively long period of time;
- b) an issue does not fall readily under an existing Standing Committee - either because it is not clearly within any Standing Committee's terms of reference or because aspects of the issue cut across several bodies;
- c) there is a need for the participation of experts not represented on the relevant committee.

A recommendation from the Agenda Committee to establish a Special Committee shall include terms of reference, an outline of membership, the anticipated reporting date and the date of disestablishment.

### 3.3 Connaught Committee

The Connaught Committee is a Standing Committee that reports annually through the Committee on Academic Policy and Programs to the Governing Council on matters concerning the Connaught Fund.

Proposals for use of Connaught monies that would have a major steering effect are handled in the same manner as other major research proposals.

Proposals to amend the terms of reference of the Connaught Fund are considered by the Academic Board and confirmation by the Executive Committee.



### 3.4 Striking Committee

The Striking Committee, established by the Agenda Committee, shall recommend annually and as vacancies occur to the Academic Board on the non-Governing Council membership of the Board, the membership of its Committees and various other appointments (except teaching staff and librarians who are elected).<sup>1</sup>

## 4. FUNCTION

The Academic Board is responsible for consideration of policy in the academic area and for monitoring matters within its area of responsibility. In general, the Board is concerned with matters affecting the teaching, learning and research functions of the University, the establishment of University objectives and priorities, the development of long-term and short-term plans and the effective use of resources in the course of these pursuits.

Except in purely academic matters (those specified in clauses 2(14)(g), (h), and (n)<sup>2</sup> of the *Act*), the Board does not have final decision-making authority. In most instances, recommendations of the Board are confirmed by the Executive Committee on behalf of Council. Matters having significant impact on the University as a whole, those having serious steering effects on the development of a particular division or those having a major impact on the relationships amongst divisions and relationships between the University and the community at large, will normally require the approval of the Governing Council.

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<sup>1</sup> Appointment of non ex-officio members of the Committee for Honorary Degrees recommended to Governing Council; appointment of two members of the Academic Board to the Provost's Advisory Committee on the Library recommended to the Board; on the recommendation of the President, the appointment of the Council of Ontario Universities' colleague and alternate recommended to the Board.

<sup>2</sup> Clause 2(14)(g) refers to conducting examinations and appointing examiners, (h) refers to matters arising in connection with the award of fellowships, scholarships, medals, prizes and other awards for academic achievement, and (n) refers to the determination and regulation of standards for the admission of students to the University, the contents and curricula of all programs and courses of study and the requirements for graduation.

## **5. AREAS OF RESPONSIBILITY**

### **5.1 The following areas are within the Board's responsibility:**

- Academic appeals
- Academic appointments policies and individual appointments
- Academic discipline
- Academic priorities for fundraising
- Academic services
- Admissions
- Awards
- Budget guidelines and budget plans
- Capital plans, projects and space policy
- Constitutions of divisional councils
- Continuing studies
- Curriculum and academic regulations
- Earned and posthumously awarded degrees, diplomas and certificates
- Endowed chairs, professorships and visiting lectureships
- Enrolment policy
- Establishment, termination or restructuring of academic units
- Examinations and grading practices
- Name changes of academic units
- Planning policy
- Research
- Submissions to and agreements with external bodies
- Teaching guidelines
- University objectives / mission statement

### **5.2 Matters proceeding directly to the Academic Board:**

#### **5.2.1 Academic appointments policy and appointment of individuals**

##### **a) Policies on academic appointments**

Policies on the nature of academic employment are assigned to the Academic Board. These encompass policies on the appointment, promotion, tenure, suspension and removal of teaching staff, as well as policies on the conduct of academic work, such as the policies on research leave and on academic freedom and responsibilities. In the case of extensive revision to a policy or revisions of major import, or the establishment or repeal of a key policy, the matter may be referred to a Special Committee. Minor amendments to policies may be referred directly to the Academic Board for consideration and confirmation by the Executive Committee.

## 5.2 Matters proceeding directly to the Academic Board:

### 5.2.1 Academic appointments policy and appointment of individuals (cont'd)

#### b) Individual appointments

The Academic Board considers a number of academic appointments.<sup>3</sup>

### 5.2.2 Constitutions of divisional councils

New or amended divisional constitutions are forwarded by divisional councils to the Academic Board for consideration and confirmation by the Executive Committee. By-laws which may contain such matters as procedural rules and committee memberships and terms of reference are approved by the divisional councils.

### 5.2.3 Divisional seals

Authority to approve the acquisition and design of divisional seals is delegated to the Vice-President and Provost and the Chair of the Academic Board. [A record of such seals and the purposes for which they are used shall be kept in the Office of the Governing Council.]

### 5.2.4 Degrees, diplomas and certificates

Approval of the award of earned degrees, diplomas and certificates, including conjoint degrees, and the award of posthumous degrees, diplomas and certificates is delegated by the Governing Council to any two of the Vice-President and Provost, the Chair and the Vice-Chair of the Academic Board on the recommendation of divisional councils.

The Academic Board receives annual reports on the number of degrees, diplomas and certificates awarded.

[Policy matters affecting earned and posthumously awarded degrees, diplomas and certificates, including their design, are considered by the Committee on Academic Policy and Programs and forwarded to the Academic Board for consideration.]

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<sup>3</sup> Appointment of academic administrators shall be approved by the Agenda Committee on behalf of the Academic Board, pursuant to the *Policy on Appointment of Academic Administrators*, and shall be confirmed by a committee consisting of the Chairman of the Governing Council, the President, and the Chair of the Academic Board. Appointment of the University Librarian and the Director of the School of Continuing Studies shall be approved by the Academic Board pursuant to the *Policy on Appointments and Remuneration* and confirmed by a committee consisting of the Chairman of Governing Council, the President, and the Chair of the Academic Board. Academic appointments with tenure shall be reported to the Board for information pursuant to the *Policy on Appointments and Remuneration*. Appointment of professors emeritus shall be reported to the Academic Board for information pursuant to the *Policy on Appointment of Professor Emeritus*. Appointment of University Professors shall be approved by the Academic Board pursuant to the *Policy and Procedures on Academic Appointments*. Individuals who are promoted shall be reported to the Academic Board for information pursuant to the *Policy and Procedures Governing Promotions*. The President shall report to the Academic Board for information the removal of any academic administrator from office pursuant to the *Policy on Appointment of Academic Administrators*. The Vice-President and Provost shall report the waiving of some or all of the procedures for academic appointments to the Academic Board for information pursuant to the *Policy and Procedures on Academic Appointments*.

### 5.2.5 Convocations

The Academic Board has responsibility for policy matters with respect to convocation ceremonies.

#### a) Ceremonial procedures

Authority concerning decisions on procedures is delegated to a committee of the Chancellor, the President, the Chair of the Academic Board and the Secretary of the Governing Council.

#### b) Academic regalia

Authority for the approval of academic hoods, academic robes, robes of office and other regalia is delegated to the Chancellor, Chair and the Vice-Chair of the Academic Board.

### 5.2.6 Academic discipline

#### a) Policy and procedures

Policy and procedures with respect to academic discipline are as described in the *Code of Behaviour on Academic Matters*, as amended. Amendments to the *Code* will either be submitted directly to the Academic Board or will be considered first by a Special Committee. With the University Affairs Board, the Academic Board recommends amendments to the terms of reference of the Discipline Appeals Board<sup>4</sup>.

An annual University-wide report on academic discipline cases is forwarded to the Academic Board for information.

#### b) Individual cases

Individual cases are disposed of in accordance with the *Code of Behaviour on Academic Matters*. Reports on the disposition of cases, without names, are received by the Academic Board for information.

#### c) Appointments

The Academic Board appoints the following:

- i the University discipline counsel and the assistant discipline counsel, on the recommendation of the Vice-President and Provost
- ii the Secretary of the University Tribunal, on the recommendation of the Vice-President and Provost
- iii The Academic Board appoints the following:
  - iii the Senior Chair, Associate Chairs and co-chairs of the University Tribunal, and the Senior Chair and Chairs of the Academic Appeals Committee, on the recommendation of the Nominating Committee for the University Tribunal and Academic Appeals Committee.<sup>5</sup>
- iv six members of the Discipline Appeals Board, on the recommendation of the Striking Committee. [The University Affairs Board appoints the other 6 members.]

<sup>4</sup> The Discipline Appeals Board is the body that hears appeals arising from the *Code of Behaviour on Academic Matters* and the *Code of Student Conduct*.

<sup>5</sup> The Nominating Committee for the University Tribunal and Academic Appeals Committee is established annually by the Agenda Committee.

### **5.2.7 Name changes of academic units**

Name changes in academic divisions (excluding namings<sup>6</sup>) are considered by the Academic Board and confirmed by the Executive Committee. [Changes in name that are part of a proposal for establishing, restructuring and/or merging units would be recommended to the Academic Board by the Planning and Budget Committee.]

### **5.2.8 Agreements with certain affiliated or federated institutions**

New or substantially amended agreements with affiliated or federated institutions such as the Toronto School of Theology are recommended by the Academic Board to the Governing Council. Extension of the term of the agreements or minor amendment are approved by the Academic Board and confirmed by the Executive Committee.

### **5.2.9 Disruptions in academic programs**

The Academic Board or the Vice-President and Provost shall declare when a disruption of the academic program has occurred.<sup>7</sup> [The Vice-President and Provost shall report to the Committee on Academic Policy and Programs on the implementation of the procedures and changes to the status of the academic programs.]

### **5.2.10 Report from the COU academic colleague**

The Academic Board will receive an annual report from the University's Council of Ontario Universities academic colleague.

### **5.2.11 Sessional dates**

[Authority is delegated to the divisions.]

## **5.3 Matters coming from the Academic Board's Committees:**

### **5.3.1 Matters requiring Governing Council approval:**

- New or repealed policies or extensive changes to existing ones
- Planning frameworks including enrolment frameworks
- University mission statement
- Capital projects, capital plans, and campus master plans
- Annual operating budget and long-range budget guidelines
- Priorities for fundraising
- Template agreements with external bodies
- Allocations from designated funds
- Establishment, disestablishment or restructuring of academic units
- New degree programs
- Submissions to external bodies that do not conform to policy

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<sup>6</sup> Academic units named under the Policy on Naming will be reported to the Academic Board for information.

<sup>7</sup> University Grading Practices Policy and the Graduate Grading Practices Policy

### 5.3.2 Matters requiring Executive Committee confirmation:

- Extensively restructured and/or renamed degree, diploma or certificate programs
- Design of degree, diplomas and certificates
- Agreements with external bodies that do not conform to the template
- Chair proposals that do not conform to policy
- Academic appeal procedures which contain significant changes in divisional procedures or those contrary to policy<sup>8</sup>
- New diploma or certificate programs with resource implications
- Name changes of academic units

### 5.3.3 Matters for information:

- Reports of the Academic Appeals Committee (without names)
- Reports of the Agenda Committee

### 5.4. Accountability Reports:

*Access to Information and Protection of Privacy* - the Academic Board will receive a report from the President if he/she or an Officer makes a final determination not to accept the recommendation of the Commissioner with respect to students and faculty records.

*The Provost's Guidelines on Donations* - a quarterly report on donations of \$250,000 or over will be provided.

*Employment Equity Policy* - an annual report on employment equity initiatives concerning faculty and librarians will be provided.

## 6. PROCEDURES

The Academic Board will meet in open session; appointments and other matters of a personal nature will be dealt with *in camera* session, usually at the end of the meeting. Because of its size, the Board will use the procedures set out for the meetings of Governing Council.

*Revision approved June 24, 2010 by Governing Council*  
*Revision approved February 9, 2006 by Governing Council*

18804

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<sup>8</sup> Guidelines for Academic Appeals within Divisions

## Office of the Governing Council Staff Contact List

27 King's College Circle, Room 106, Simcoe Hall, Toronto, ON, M5S 1A1  
Phone: (416) 978-6576 / Fax: (416) 978-8182  
Web: [www.utoronto.ca/govcncl](http://www.utoronto.ca/govcncl) ■ E-mail: [governing.council@utoronto.ca](mailto:governing.council@utoronto.ca)

### SECRETARIAT:

#### Mr. Louis R. Charpentier

Secretary of the Governing Council  
Phone: (416) 978-2117  
E-mail: [l.charpentier@utoronto.ca](mailto:l.charpentier@utoronto.ca)

#### Mr. Neil H. Dobbs

Deputy Secretary of the Governing Council  
Phone: (416) 978-8425  
E-mail: [neil.dobbs@utoronto.ca](mailto:neil.dobbs@utoronto.ca)

#### Mr. Brian Alexic

Duplicating Centre Supervisor &  
Web Communications Coordinator  
Phone: (416) 978-4997  
E-mail: [b.alexic@utoronto.ca](mailto:b.alexic@utoronto.ca)

#### Mr. Anwar Kazimi

Committee Secretary of the Governing Council  
Phone: (416) 978-8427  
E-mail: [anwar.kazimi@utoronto.ca](mailto:anwar.kazimi@utoronto.ca)

#### Mr. Sean Lourim

Duplicating Centre Technician  
& Webmaster  
Phone: (416) 978-1087  
E-mail: [s.lourim@utoronto.ca](mailto:s.lourim@utoronto.ca)

#### Mr. Henry T. Mulhall

Assistant Secretary of the Governing Council  
Phone: (416) 978-8428  
E-mail: [henry.mulhall@utoronto.ca](mailto:henry.mulhall@utoronto.ca)

### APPEALS, DISCIPLINE AND FACULTY GRIEVANCES:

#### Mr. Christopher Lang

Director  
Phone: (416) 946-7663  
E-mail: [christopher.lang@utoronto.ca](mailto:christopher.lang@utoronto.ca)

#### Ms. Jasmin Olarte

Administrative Assistant  
Phone: (416) 978-5987  
E-mail: [jasmin.olarte@utoronto.ca](mailto:jasmin.olarte@utoronto.ca)

#### Mr. Naraindra Prashad

Director of Operations and Finance  
Phone: (416) 978-8426  
E-mail: [n.prashad@utoronto.ca](mailto:n.prashad@utoronto.ca)

#### Ms. Teresa Sim

Executive Assistant to the Chair and the  
Secretary of the Governing Council  
Phone: (416) 978-2117  
E-mail: [teresa.sim@utoronto.ca](mailto:teresa.sim@utoronto.ca)

#### Ms. Kata Skoko

Receptionist/Meeting Coordinator  
Phone: (416) 978-6576  
E-mail: [kata.skoko@utoronto.ca](mailto:kata.skoko@utoronto.ca)

#### Ms. Mae-Yu Tan

Assistant Secretary of the Governing Council  
Phone: (416) 978-8794  
E-mail: [maeyu.tan@utoronto.ca](mailto:maeyu.tan@utoronto.ca)

#### Mr. Peter Wong

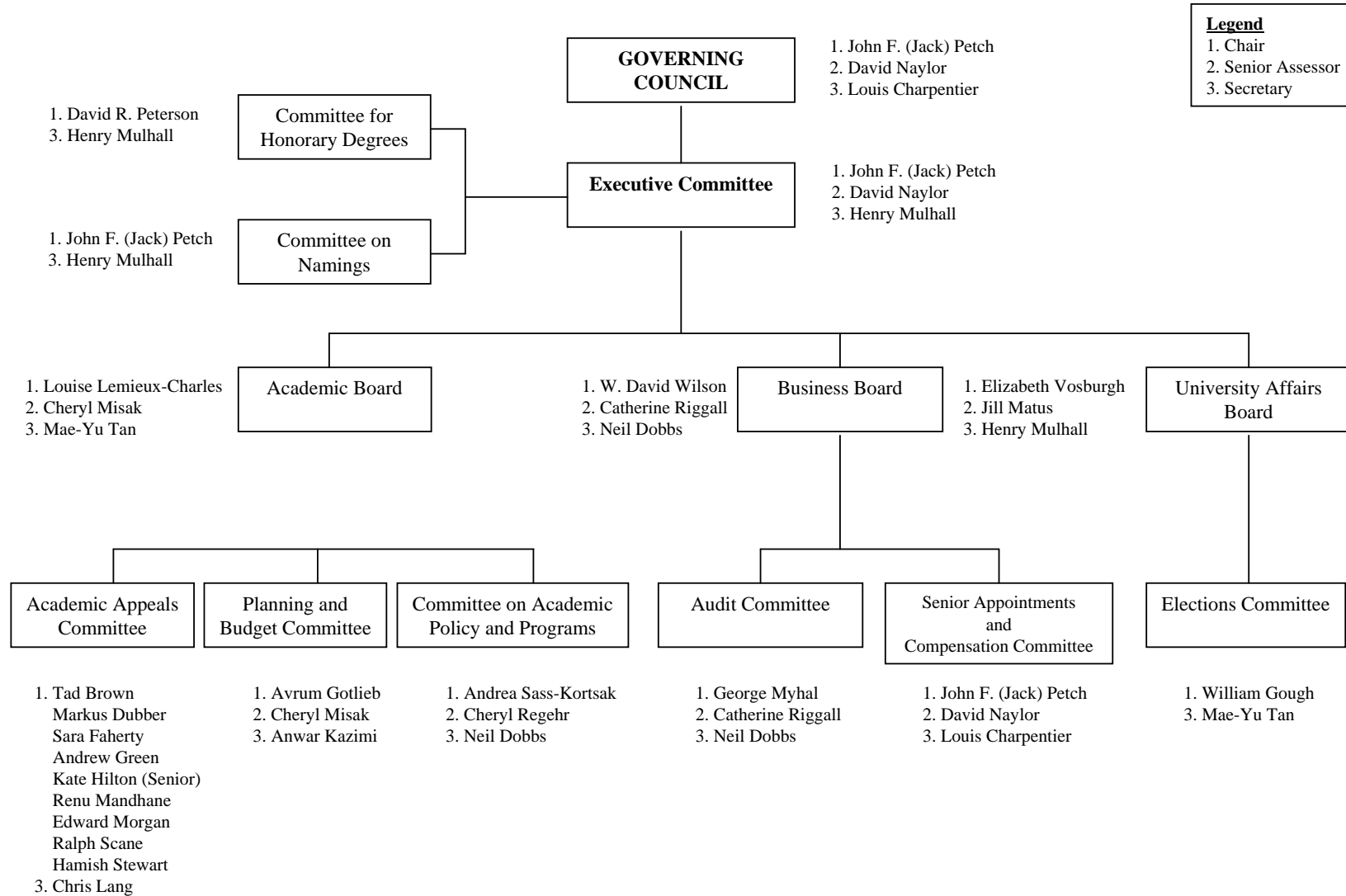
Financial Assistant  
Phone: (416) 946-8074  
E-mail: [pete.wong@utoronto.ca](mailto:pete.wong@utoronto.ca)

#### Ms. Natalie Ramtahal

Coordinator  
Phone: (416) 946-5244  
E-mail: [n.ramtahal@utoronto.ca](mailto:n.ramtahal@utoronto.ca)

## Organization Chart of the Governing Council, 2010-2011

2.01.02





## THE GOVERNING COUNCIL

### REPORT NUMBER 168 OF THE ACADEMIC BOARD

June 2, 2010

To the Governing Council,  
University of Toronto

Your Board reports that it held a meeting on Wednesday, June 2, 2010 at 4:10 p.m. in the Council Chamber, Simcoe Hall at which the following were present:

Professor Louise Lemieux-Charles, Chair  
Professor David Naylor, President  
Professor Cheryl Regehr, Vice-Provost, Academic Programs  
Professor Scott Mabury, Vice-Provost, Academic Operations  
Ms Binish Ahmed  
Professor Varouj Aivazian  
Professor Derek Allen  
Professor Maydianne Andrade  
Professor Gage Averill  
Professor Ronald Beiner  
Ms Patricia Bellamy  
Professor David Cook  
Professor Brian Corman  
Professor Gerald Cupchik  
Professor Christopher Damaren  
Professor Charles Deber  
Mr. Sybil Derrible

**Regrets:**

Professor Stewart Aitchison  
Ms Yvette Ali  
Professor Cristina Amon  
Professor Jan Angus  
Mr. Konstantin Anosov  
Professor Sylvia Bashevkin  
Professor Denise Belsham  
Professor Katherine Berg  
Professor Parth Bhatt  
Ms Marilyn Booth  
Mr. Andrew Brown  
Ms Katarina Cadete  
Professor Terry Carleton  
Professor Sujit Choudhry  
Professor Will Cluett  
Professor Elizabeth Cowper  
Professor Alistair Cumming  
Professor Gabriele D'Eleuterio  
Ms Saswati Deb  
Ms Netila Demneri  
Professor Joseph Desloges

Professor Miriam Diamond  
Professor Wendy Duff  
Professor Darryl Edwards  
Professor Guy Faulkner  
Professor Meric Gertler  
Professor Avrum Gotlieb  
Professor Ellen Hodnett  
Mrs. Bonnie Horne  
Ms Jemy Joseph  
Professor Alison Keith  
Professor Bruce Kidd  
Ms Min Hee (Margaret) Kim  
Dr. Chris Koenig-Woodyard  
Professor Jim Lai  
Ms Lesley Ann Lavack  
Dr. Thomas Mathien  
Professor Douglas McDougall  
Professor Angelo Melino  
Professor David Mock  
Professor Mayo Moran

Ms Caroline Di Giovanni  
Mr. John A. Fraser  
Professor Jane Gaskell  
Professor Robert Gibbs  
Ms Joeita Gupta  
Ms Tulika Gupta  
Professor Rick Halpern  
Professor Russell Hartenberger  
Mr. Adam Heller  
Dr. Allan S. Kaplan  
Professor Christina Kramer  
Professor Audrey Laporte  
Professor Robert Levit  
Professor Hy Van Luong  
Professor Heather MacNeil  
Professor Henry Mann  
Professor Roger L. Martin  
Professor Mark McGowan  
Dr. Ahmed Mian  
Professor John R. Miron  
Professor Cheryl Misak

Professor Sioban Nelson  
Professor Linda Northrup  
Professor Janet Paterson  
Ms Judith Poë  
Mr. Matthew Purser  
Professor Ato Quayson  
Professor Doug Reeve  
Professor Lock Rowe  
Professor Elizabeth M. Smyth  
Ms Lynn Snowden  
Miss Maureen J. Somerville  
Professor Richard Sommer  
Professor Suzanne Stevenson  
Miss Sabrina Tang  
Mr. Daniel Taranovsky  
Professor Njoki Wane  
Mr. Gregory West  
Professor Catharine Whiteside  
Professor Charmaine Williams  
Mr. Jason Wong

Professor Faye Mishna  
Ms Michelle Mitrovich  
Professor Shahrzad Mojab  
Ms Carole Moore  
Professor Michelle Murphy  
Professor Ito Peng  
Dr. Susan Rappolt  
Professor Jolie Ringash  
Professor Seamus Ross  
Professor Wendy Rotenberg  
Professor Andrea Sass-Kortsak  
Ms Helen Slade  
Professor Tattersall Smith  
Professor Romin Tafarodi  
Ms Rita Tsang  
Dr. Donald A. Wasylenki  
Dr. Cindy Woodland

**Secretariat:**

Ms Mae-Yu Tan

<b>Non-voting Assessors:</b> Professor Angela Hildyard, Vice-President, Human Resources and Equity	Ms Catherine Riggall, Vice-President, Business Affairs Professor Edith Hillan, Vice-Provost, Faculty and Academic Life	Ms Judith Wolfson, Vice-President, University Relations
<b>In Attendance:</b> Ms Brenda Andrews, Director, Centre for Cellular and Biomolecular Research Mr. Tad Brown, Finance and Development Counsel, Division of University Advancement Ms Sheree Drummond, Assistant Provost, Office of the Vice-President and Provost Ms Nora Gillespie, Legal Counsel, Office of the Vice-President and Provost Dr. Anthony Gray, Special Advisor to the President	Mr. Anwar Kazimi, Committee Secretary, Office of the Governing Council Ms Jane Kidner, Assistant Dean, Professional Legal Education, Faculty of Law Mr. Christopher Lang, Director, Appeals, Discipline, and Faculty Grievances Ms Helen Lasthiotakis, Director, Academic Programs and Policy, Office of the Vice-President and Provost	Mr. Henry Mulhall, Assistant Secretary of the Governing Council Mrs. Caroline Turenko, Administrative Officer, Department of Family and Community Medicine, Faculty of Medicine Dr. Lynn Wilson, Chair, Department of Family and Community Medicine, Faculty of Medicine

In this report, item 5 requires Executive Committee confirmation, and items 6 to 12 are recommended to the Governing Council for approval. The remaining items are reported for information.

The Chair welcomed members and guests to the meeting. She noted that Professor Misak was out of the country and Professor Cheryl Regehr, Vice-Provost, Academic Programs, would serve as Acting Senior Assessor for the meeting.

**1. Approval of Report Number 167 of the Meeting held on April 21, 2010**

Report Number 167 of the meeting held on April 21, 2010 was approved.

**2. Business Arising from the Report of the Previous Meeting**

There was no business arising from the Report of April 21, 2010.

**3. Report of the Agenda Committee - Number 163 (May 18, 2010)**

Report Number 163 of the Agenda Committee was received for information.

Item 4 – Academic Board Evaluation

Referring to page 2 of the report, the Chair said that an online feedback form had been developed for use by members of the Board. The Agenda Committee planned to use the information gathered from the form to work towards increasing the effectiveness of the Board and the quality of its meetings. Members were asked to provide comments about their past year of service on the Academic Board by completing the form, which was accessible from the Board’s website<sup>1</sup>.

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<sup>1</sup> <http://www.governingcouncil.utoronto.ca/bac/ab.htm>

### **3. Report of the Agenda Committee - Number 163 (May 18, 2010) (cont'd)**

#### Item 7 – Academic Administrative Appointments

The Chair noted that a number of academic administrative appointments had been approved by the Agenda Committee at its meeting of May 18, 2010. Complete information about two of the appointments had not been contained in the corresponding report. However, those appointments had since been made public, and the Chair congratulated Professor Cristina Amon on her reappointment as Dean of the Faculty of Applied Science and Engineering for a term from July 1, 2011 to June 30, 2016. She also congratulated Professor Siobhan Nelson on her reappointment as Dean of the Lawrence S. Bloomberg Faculty of Nursing for a term from July 1, 2011 to June 30, 2018.

### **4. Report of the Vice-President and Provost**

Reporting on behalf of Professor Misak, Professor Regehr spoke of the University's preparations for possible disruption on the St. George campus arising from activities related to the G20 Summit. Queen's Park North had recently been designated as the official protest site. Given its proximity to the downtown campus and the possible risk to members of the University community, the University administration had elected to close all buildings on campus from the evening of Wednesday, June 23, 2010 to the morning of Monday, June 28<sup>th</sup>. Arrangements had been made to house students living in residence in alternate residences at Chestnut Street and on the University of Toronto Mississauga (UTM) and University of Toronto at Scarborough (UTSC) campuses during that period. As well, events scheduled to be held on the downtown campus during the week of June 21 - 27 had been moved to other venues. Professor Regehr expressed her deep appreciation to staff on the UTM and UTSC campuses who had so graciously and immediately responded to the needs of the St. George campus.

### **5. Constitution: Innis College**

The Chair stated that the Board was responsible for approving divisional constitutions. If the proposal for revisions to the Innis College constitution was approved, it would then require confirmation by the Executive Committee on June 14, 2010.

Professor Regehr introduced the proposal<sup>2</sup> that had been included in the agenda package distributed to members of the Board. She said that the Innis College constitution had last been revised over ten years ago. The proposed revisions were relatively minor and were intended to clarify terms and reflect current language conventions within the University. As well, a few minor changes in the membership on the Council had been proposed. Professor Regehr closed by noting that the amended Constitution had been approved by the Innis College Council on April 19, 2010.

There were no questions from members of the Board.

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<sup>2</sup> <http://www.governingcouncil.utoronto.ca/AssetFactory.aspx?did=7058>

**5. Constitution: Innis College (cont'd)**

On motion duly moved, seconded, and carried, subject to confirmation by the Executive Committee

YOUR BOARD APPROVED

THAT the amended Constitution of Innis College, which was approved by the Innis College Council on April 19, 2010, a copy of which is attached hereto as Appendix "A", be approved.

**6. Policy on Approval and Review of Academic Programs and Units**

The Chair said that the *Policy on Approval and Review of Academic Programs and Units*<sup>3</sup> had been considered by the Committee on Academic Policy and Programs (AP&P) at its May 11, 2010 meeting. If recommended by the Academic Board, it would be considered for approval by the Governing Council on June 24th.

Professor Regehr stated that the AP&P had discussed the proposed *Policy* extensively over two meetings. She thanked the student members of the Committee, who had made some valuable suggestions that had resulted in modifications to the draft *Policy*. Professor Regehr then gave a presentation<sup>4</sup> on the *Policy* and the draft University of Toronto Quality Assurance Process (UTQAP)<sup>5</sup>, in which the following points were highlighted.

- *Policy* revisions, which had been developed from the province's Quality Assurance Framework, required University governance approval. The draft UTQAP, which would likely be revised further prior to ratification by the Ontario Universities Council on Quality Assurance (Quality Council), was being presented to the Board for information.
- Extensive consultation had taken place within the University throughout the development of the UTQAP.
- UTQAP principles included both administrative and governance approval; consistency between approval and review processes for graduate and undergraduate programs; efficient approval processes; the importance of consultation and communication; standardization of evaluation criteria; and monitoring and revision of definitions and processes as necessary.
- Elements of the UTQAP included protocol for new program approvals, for major modifications to programs, for ending programs, and for cyclical reviews of programs.
- The proposed approval process for both undergraduate and graduate programs would include an administrative review, coordinated through the Office of the Vice-Provost, Academic; broad consultation within divisions, with cognate divisions and relevant bodies, and with external constituencies when appropriate; consideration by University governance bodies; submission to the Quality Council for approval; and approval by the Ministry of Training, Colleges and Universities and accrediting bodies.

<sup>3</sup> <http://www.governingcouncil.utoronto.ca/AssetFactory.aspx?did=7060>

<sup>4</sup> A copy of her Powerpoint slides are attached as Appendix "B1".

<sup>5</sup> <http://www.governingcouncil.utoronto.ca/AssetFactory.aspx?did=7062>

**6. *Policy on Approval and Review of Academic Programs and Units* (cont'd)**

- It was anticipated that the forthcoming report of the University's Task Force on Governance might include recommendations for revisions to the terms of reference of the Academic Board and its committees to implement the proposed quality assurance process.
- An annual report of major modifications of programs, which included a restructuring of a program, a merger of existing programs, or a refreshing of a program in order to maintain its currency, would be submitted to the Quality Council subsequent to widespread consultation and divisional governance approval.
- Program closures would proceed in a manner similar to the current process and would also be included in an annual report to the Quality Council.
- In a change from the past process, Deans would be responsible for commissioning reviews of their divisions and would have the flexibility of bundling multiple reviews, if appropriate, for increased efficiency. Program reviews and the accompanying administrative responses would be presented to the AP&P twice a year. That would allow for a more timely review by the Committee.
- If so desired, the AP&P could request a one-year follow-up on programs where some areas of concern had been identified. In the case of significant problems or deficiencies, the Dean or the Vice-Provost would have the authority to halt admission to the program until there was evidence that the quality concerns had been addressed.

Following Professor Regehr's presentation, Professor McDougall, Vice-Chair of AP&P, reiterated that the AP&P had had a full presentation and thorough discussion of the *Policy* and the University's quality assurance process on April 7, 2010. The outcome had been a number of changes to the existing documents. The most significant had been the provision that the AP&P would look not only at reviews of academic programs but also of the units that offered them.

A member of the Board suggested that the accountability framework chart contained in Appendix A of the *Policy* should show that the Executive Committee and the Governing Council received a record of Academic Board discussion.

On motion duly moved, seconded, and carried

**YOUR BOARD RECOMMENDS**

THAT the proposed *Policy on Approval and Review of Academic Programs and Units*, a copy of which is attached hereto as Appendix "B", be approved, replacing the *Policy for Assessment and Review of Academic Programs and Units*, approved by the Governing Council on February 21, 2005, with effect immediately upon ratification of the University of Toronto Quality Assurance Process by the Ontario Universities Council on Quality Assurance. At that time, proposals for related governance Terms of Reference revisions will be brought forward to governance for consideration.

## 7. ***Policy on Endowed Chairs, Professorships, Lectureships and Programs: Revision***

The Chair stated that because the Board was responsible for endowed chairs, professorships and visiting lectureships, it was being asked to consider a renamed and revised *Policy on Endowed and Limited Term Chairs, Professorships, Distinguished Scholars and Program Initiatives*. On the Board's recommendation, the *Policy* would be considered for approval by the Governing Council on June 24th.

Professor Hillan introduced the revised *Policy*<sup>6</sup> that had been included in the agenda package distributed to members of the Board. She said that the *Policy on Endowed Chairs, Professorships, Lectureships and Programs* had last been amended in 1997 by the Governing Council. A review of the *Policy* by the Division of University Advancement and the Office of the Vice-Provost, Faculty and Academic Life, had identified areas that were inconsistent with both the current appointment processes and the terminology in use to refer to appointments, programs, and program initiatives. A number of changes had been made to the *Policy*, including the establishment of limited term chairs, professorships, distinguished scholars, and program initiatives which would allow the use of expendable funds. Amendments had been made to the appointment and review process for endowed or limited term chairs and professorships, and minimum funding amounts set out in the existing *Policy* had been removed. Instead, appropriate minimum thresholds would be set and reviewed periodically by the administration based on the then current financial needs and advancement realities of the University. Professor Hillan added that the proposed *Policy* would have no retroactive application.

Noting that small faculties might have very few individuals who would be eligible for appointment as a Chair, a member asked why the five-year term for a Chair was limited to one renewal. In response, Mr. Tad Brown, Finance and Development Counsel, Division of University Advancement, clarified that most agreements with donors were open-ended with respect to the term of a Chair. However, in the case of joint chairs with hospital partners, the University usually used more explicit language. Professor Hillan noted that the provision for a performance review prior to a renewal of an appointment had also been added to the *Policy*. The President observed that, both within the University and in other institutions, it was not unusual for chairs' appointments to be renewed on multiple occasions. While that presented both advantages and disadvantages with regard to faculty complement renewal, the University was flexible on the matter, and small divisions would continue to be accommodated.

On motion duly moved, seconded, and carried

### YOUR BOARD RECOMMENDS

THAT the proposed *Policy on Endowed and Limited Term Chairs, Professorships, Distinguished Scholars and Program Initiatives*, a copy of which is attached hereto as Appendix "C", be approved, effective immediately, replacing the *Policy on Endowed Chairs, Professorships, Lectureships and Programs* which was approved by the Governing Council on February 10, 1997.

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<sup>6</sup> <http://www.governingcouncil.utoronto.ca/AssetFactory.aspx?did=4730>

## 8. Tribunal Selection Committee: Expanded Scope and Name Change

The Chair said that the Board was responsible for approving a number of individual appointments, many of which would be considered later in the meeting. She explained that responsibility for some appointments, including those of the Chairs of the University Tribunal, was outlined in the terms of reference for the Board and the Agenda Committee. If changes to those terms of reference were recommended by the Academic Board, they would then be considered for approval by the Governing Council on June 24th.

Mr. Louis Charpentier, Secretary of the Governing Council, introduced the proposal<sup>7</sup>, which outlined the creation of a committee that would consider recommendations for both the appointment of Chairs of the University Tribunal and Chairs of the Academic Appeals Committee. He commented that the intent was to establish a disciplined and transparent process that would ensure the recruitment and appointment of highly qualified individuals to serve in these roles.

No questions were raised by members of the Board.

On motion duly moved, seconded, and carried

### YOUR BOARD RECOMMENDS

1. That the following part of Section 3 of the Terms of Reference of the Agenda Committee:

the Agenda Committee is responsible for establishing the Tribunal Selection Committee which recommends the appointment of the Senior Chair, the Associate Chairs, and the co-chairs of the University Tribunal.

be revised to read

the Agenda Committee is responsible for establishing the Nominating Committee for the University Tribunal and the Academic Appeals Committee, which recommends the appointment of the Senior Chair, the Associate Chairs, and the co-chairs of the University Tribunal, and the appointment of the Senior Chair and the Chairs of the Academic Appeals Committee.

2. That footnote 2, in Section 3 of the Terms of Reference of the Agenda Committee:

The Tribunal Selection Committee shall be composed of a teaching staff, a student and a lay member or former member of the Academic Board or Governing Council, and a President's designate, at least two of whom will have appropriate legal knowledge.

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<sup>7</sup> <http://www.governingcouncil.utoronto.ca/AssetFactory.aspx?did=7064>

**8. Tribunal Selection Committee: Expanded Scope and Name Change (cont'd)**

be revised to read

The Nominating Committee for the University Tribunal and Academic Appeals Committee shall be composed of a teaching staff, a student and a lay member or former member of the Academic Board or Governing Council, and a President's designate, at least two of whom will have appropriate legal knowledge.

3. That the following part of Section 5.2.6 (c) of the Terms of Reference of the Academic Board:

The Academic Board appoints the following: iii the Senior Chair, Associate Chairs and co-chairs of the University Tribunal, on the recommendation of the Tribunal Selection Committee.

be revised to read:

The Academic Board appoints the following: iii the Senior Chair, Associate Chairs and co-chairs of the University Tribunal, and the Senior Chair and Chairs of the Academic Appeals Committee, on the recommendation of the Nominating Committee for the University Tribunal and Academic Appeals Committee.

4. That footnote 5, in Section 5.2.6 (c) of the Terms of Reference of the Academic Board:

The Tribunal Selection Committee is established annually by the Agenda Committee.

be revised to read:

The Nominating Committee for the University Tribunal and Academic Appeals Committee is established annually by the Agenda Committee.

5. That these changes be reviewed by the Academic Board in the 2011-12 governance year.

Documentation is attached hereto as Appendix "D".

**9. Capital Project: Interim Project Planning Report for an Oral Health Science Complex**

The Interim Project Planning Report for an Oral Health Science Complex had been considered by the Planning and Budget Committee (P&B) at its meeting of May 5, 2010. If recommended by the Academic Board, it would be considered for approval by the Governing Council on June 24th.



## 9. Capital Project: Interim Project Planning Report for an Oral Health Science Complex (cont'd)

Dr. Gotlieb, Chair of the P&B, introduced the proposal<sup>8</sup> and reported that the P&B had had a thorough discussion on the matter. Professor David Mock, Dean of the Faculty of Dentistry, had responded in detail to a number of questions from Committee members. He had emphasized that the Faculty of Dentistry was the leading faculty in the country, but that standing could not be sustained in a location inadequate for research and teaching purposes. Professor Mock had stated that additional space would allow the flexibility to add new doctoral and specialized graduate programs, and possibly collaborative programs with community colleges. Financial assistance would also be sought from the Ministry of Health, in addition to the Ministry of Training, Colleges and Universities, as the Faculty ran a dental hospital.

The President elaborated on the intent of the proposal, which was to clarify the University's options and determine how best to proceed. Noting that the issue of obtaining appropriate facilities for the flagship Faculty of Dentistry had been considered for more than one decade, he emphasized that fundraising rather than financing avenues would be carefully explored. The University was cognizant of its responsibility for its entire capital project program and would move forward only as suitable opportunities were presented.

The Board discussed the possible options for the location of the proposed Oral Health Science Complex that had been explored by the Project Planning Committee. Referring to the third option of purchasing and renovating an existing building, a member asked whether a preferred site had been identified. Professor Mock confirmed that a site closer to the health sciences precinct of the University was being considered; however, due to upcoming negotiations, it was not yet possible to disclose the location.

A member asked why the operating costs for a new building would exceed those of a renovated building. Professor Mabury, Vice-Provost, Academic Operations, replied that new buildings often had a greater amount of non-usable space, which affected operating costs.

Members raised questions about the funding sources for the proposed project. Professor Mock stated that if the current site of the Faculty of Dentistry, 124 Edward Street, was sold, it was likely that funds received would be applied to the cost of acquiring a new site. He assured the Board that there were no plans to implement a student levy to assist with the project cost. Rather, the intent was to raise funds from private sources and the government.

A member inquired about the nature of the Dental Museum. Professor Mock said that the Faculty possessed an excellent collection of dental memorabilia; however, much of it was currently in storage. Fundraising opportunities in support of the Museum existed, and there was no other such institution in the country. The President added that the University had numerous artifacts from a range of disciplines, and further discussion on the most appropriate means of displaying them would need to occur.

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<sup>8</sup> <http://www.governingcouncil.utoronto.ca/AssetFactory.aspx?did=7008>

**9. Capital Project: Interim Project Planning Report for an Oral Health Science Complex (cont'd)**

On motion duly moved, seconded, and carried

YOUR BOARD RECOMMENDS

THAT the Interim Project Planning Report for an Oral Health Science Complex, dated April 26, 2010, a copy of which is attached hereto as Appendix "E", be approved in principle to accommodate the activities and functions described and to facilitate the necessary fundraising related to the proposed project.

**10. Capital Project: Project Planning Report for the Relocation of the Department of Family and Community Medicine**

The Project Planning Report for the Relocation of the Department of Family and Community Medicine was also considered by the P&B on May 5<sup>th</sup> and on the recommendation of the Academic Board would be considered for approval by the Governing Council on June 24<sup>th</sup>.

After introducing the proposal<sup>9</sup>, Dr. Gotlieb reported that the P&B had been supportive of the project. There were no questions from the Board.

On motion duly moved, seconded, and carried

YOUR BOARD RECOMMENDS

1. THAT the Project Planning Committee Report for the relocation of the Department of Family and Community Medicine to 500 University Avenue, dated April 15, 2010, a copy of which is attached hereto as Appendix "F", be approved in principle.
2. THAT the project scope as identified in the Project Planning Report be approved at a Total Project Cost of \$3,500,000 with funding as follows:
 

Ministry of Health – Long Term Care:	\$3,000,000
Department of Family and Community Medicine	\$ 500,000

**11. Faculty of Medicine: Proposal to Establish the Donnelly Centre for Cellular and Biomolecular Research (DCCBR) as an Extra-Departmental Unit:A**

The Chair stated that the proposal to establish the Donnelly Centre for Cellular and Biomolecular Research (DCCBR) as an Extra-Departmental Unit:A had been considered by the P&B on May 5<sup>th</sup>. If recommended by the Board, it would be considered for approval by the Governing Council on June 24<sup>th</sup>.

Following Dr. Gotlieb's summary of the proposal<sup>10</sup>, a member asked whether there were plans to hire faculty if the proposal was approved. Professor Catharine Whiteside, Dean, Faculty of

<sup>9</sup> <http://www.governingcouncil.utoronto.ca/AssetFactory.aspx?did=7010>

**11. Faculty of Medicine: Proposal to Establish the Donnelly Centre for Cellular and Biomolecular Research (DCCBR) as an Extra-Departmental Unit:A (cont'd)**

Medicine, replied that, since the Centre's inception, faculty had been hired for the Centre and had been granted tenure in the Banting and Best Department of Medical Research. As such, a core unit of teaching staff within the Centre already existed. The proposed governance structure would simply better represent original plans for the Centre.

A member expressed support of the proposal, noting that it would facilitate recognition of students who conducted research in the Centre.

On motion duly moved, seconded, and carried

YOUR BOARD RECOMMENDS

THAT the Donnelly Centre for Cellular and Biomolecular Research (DCCBR) be established as an Extra-Departmental Unit:A (EDU:A) teaching and research entity, effective July 1, 2010.

Documentation is attached hereto as Appendix "G".

**12. Faculty of Law and School of Graduate Studies: Proposal for a Global Professional Master of Laws (G.P.L.L.M.) Program**

The Chair said that the proposal for a Global Professional Master of Laws (G.P.L.L.M.) Program<sup>11</sup> had been considered by the Committee on Academic Policy and Programs (AP&P) at its May 11th meeting and by the P&B on May 5<sup>th</sup>. On the recommendation of the Academic Board, it would be considered for approval by the Governing Council on June 24th.

Professor McDougall outlined the proposal for the Board and Dr. Gotlieb stated that the P&B had fully supported the proposed program.

In response to a question from a member, Professor Mayo Moran, Dean, Faculty of Law, confirmed that the program focused primarily on development within the globalization of businesses.

On motion duly moved, seconded, and carried

YOUR BOARD RECOMMENDS

THAT the proposed Global Professional Master of Laws (G.P.L.L.M.) program, as described in the proposal from the Faculty of Law dated April 12, 2010, a copy of which is attached hereto as Appendix "H", be approved, with enrolment commencing in September, 2011.

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<sup>10</sup> <http://www.governingcouncil.utoronto.ca/AssetFactory.aspx?did=7006>

<sup>11</sup> <http://www.governingcouncil.utoronto.ca/AssetFactory.aspx?did=7030>

### **13. Annual Report: Council of Ontario Universities Academic Colleague, 2009**

The Chair said that the Academic Board appointed the University's Academic Colleague to the Council of Ontario Universities (COU). She noted that Professor Gage Averill, Vice-Principal, Academic and Dean, UTM, had served as Academic Colleague for the past year, and she invited him to give the annual report<sup>12</sup>.

Professor Averill expressed his gratitude at having had the opportunity to serve as the University's Academic Colleague. He explained that the COU served an advocacy role within the province and strove to represent its constituent members with one voice. The COU was composed of the Executive Heads of the Universities and of the Academic Colleagues, who met both separately and jointly a few times each year.

Professor Averill highlighted some of the major issues that had been addressed by the Academic Colleagues during the past year. Those included the Quality Assurance Framework, which Professor Regehr had presented earlier in the meeting; a more comprehensive credit transfer system among universities and colleges in Ontario; greater relief for institutions with respect to mandatory payments for university pension plans; and the postsecondary items contained in the Throne Speech and the Provincial budget. Professor Averill reported that each year the Colleagues prepared one significant discussion paper for the Council's attention. This year's paper, which had been prepared by two other Colleagues, had been based on a piece written by Professor Averill, entitled "Rethinking Retention".

Professor Averill closed by thanking Professor Dan Lang, the University's previous Academic Colleague who had served a significant role on the COU, who continued to work on the provincial credit transfer issue.

The Chair thanked Professor Averill on behalf of the Board for his service. She noted that he would be stepping down from his role as COU Academic Colleague of June 30, 2010, as he would be on sabbatical in the coming year. The Board would appoint a new Academic Colleague at a later point in the meeting.

### **14. Items for Information**

#### **(a) Annual Report on Academic Discipline, 2008-09**

The Annual Report on Academic Discipline, 2008-09, was presented to the Board for information. The Chair thanked Professor Hillan, Mr. Lang, and their staff for their work in preparing the comprehensive report.

Members also received the following reports for information.

- (b) Annual Report on Degrees, Diplomas, and Certificates Awarded, 2009
- (c) Appointments and Status Changes
- (d) Report Number 145 of the Committee on Academic Policy and Programs (April 7, 2010)
- (e) Report Number 146 of the Committee on Academic Policy and Programs (May 11, 2010)
- (f) Report Number 137 of the Planning and Budget Committee (May 5, 2010)

There were no questions arising from these reports.

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<sup>12</sup> <http://www.governingcouncil.utoronto.ca/AssetFactory.aspx?did=7088>

## **15. Date of Next Meeting**

The Chair informed members that the date of the next meeting would be made available on the Office of the Governing Council website after July 1, 2010. The meeting schedule would also be sent electronically to continuing members later in the summer.

## **16. Other Business**

The Chair expressed her appreciation to all those who had contributed to the work of the Board during the past year.

She thanked the assessors who brought matters forward to the Boards and Committees, particularly the senior assessor, Professor Misak, and her team. She also thanked Professor Regehr for serving as Acting Senior Assessor at the meeting. The Chair acknowledged the work of the members of the Agenda Committee, who oversaw the flow of the business of the Board, and who were diligent in approving academic administrative appointments on behalf of the Board.

The Chair also thanked the Chair and Vice-Chair of the Committee on Academic Policy and Programs, Professor Andrea Sass-Kortsak and Professor Doug McDougall, and the Chair and Vice-Chair of the Planning and Budget Committee, Professor Avrum Gotlieb and Professor Wendy Rotenberg for their dedicated service.

The Chair thanked all members of the Board for their contribution to the governance of the University. She acknowledged the service of those members whose terms would end on June 30, 2010, particularly the student members of the Board.

The Chair expressed special thanks to Professor Varouj Aivazian, the Board's Vice-Chair. His advice and support to the Chair was greatly appreciated.

On behalf of the Board, Professor Regehr thanked the Chair for the remarkable job she had done in providing leadership to the Board over the past year.

**17. Quarterly Report on Donations:** February 1, 2010 – April 30, 2010  
Members received this report for information. There were no questions.

## **18. Appointments: University Professors**

On motion duly moved, seconded, and carried

**YOUR BOARD APPROVED**

The appointments of Professor Barbara Sherwood Lollar and Professor Marla Sokolowski to the rank of University Professor, effective July 1, 2010.

**19. Report of the Tribunal Selection Committee**

On motion duly moved, seconded, and carried

YOUR BOARD APPROVED

THAT Mr. Ronald Slaght be appointed Associate Chair of the University Tribunal for the period July 1, 2010 to June 30, 2013;

THAT Mr. John Keefe, Ms. Rodica David, and Ms. Julie Hannaford, be re-appointed as Co-Chairs of the University Tribunal for the period July 1, 2010 to June 30, 2013; and

THAT Ms. Bonnie Goldberg, Ms. Ira Parghi, Mr. William McDowell, Mr. Jeffrey Leon, and Mr. Paul Schabas, be appointed as Co-Chairs of the University Tribunal for the period July 1, 2010 to June 30, 2013.

**20. Report of the Striking Committee**

**I. Council of Ontario Universities Academic Colleague for the University of Toronto**

On motion duly moved, seconded, and carried

YOUR BOARD APPROVED

THAT Professor Robert L. Baker be appointed the Council of Ontario Universities Academic Colleague for the University of Toronto for a one year term from July 1, 2010 to June 30, 2011.

**II. Board and Committee Membership**

**1. Membership of the Academic Board<sup>13</sup>**

On motion duly moved, seconded, and carried

YOUR BOARD APPROVED

THAT the following be appointed as members of the Academic Board for 2010-11:

**Administrative and Professional Staff**

Ms Cathy Hughes, Faculty of Physical Education and Health (to June 30, 2011)  
Mr. Liam Mitchell, Faculty of Applied Science and Engineering (FASE) (to June 30, 2013)

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<sup>13</sup> \* 2009-10 member of the Board or Committee.

**20. Report of the Striking Committee (cont'd)**

**II. Board and Committee Membership (cont'd)**

**1. Membership of the Academic Board (cont'd)**

**Alumni**

Mr. Tyler Currie, Faculty of Arts and Science, New College  
Ms Caroline Di Giovanni, Faculty of Arts and Science, St. Michael's College\*  
Mr. Daniel Taranovsky, Joseph L. Rotman School of Management/School of Graduate Studies (SGS)\*

**Students**

*Full-time Undergraduate*

Mr. Justin Basinger, Faculty of Law  
Ms Annie Claire Bergeron-Oliver, Faculty of Physical Education and Health  
Mr. Shaun Datt, University of Toronto at Scarborough (UTSC)  
Ms Min Hee Margaret Kim, Faculty of Arts and Science, Trinity College (current student governor)\*  
Mr. Dickson Yang, UTM  
Mr. Rishi Maharaj, FASE

*Part-time Undergraduate*

Mr. Ken Davy, Faculty of Arts and Science, Woodsworth College (current student governor; member of the Academic Board, 2006-08)  
Mr. Shakir Rahim, Faculty of Arts and Science, Trinity College

*Graduate*

Mr. Hanif Bayat Movahed, Faculty of Arts and Science  
Ms Emily Holland, UTM  
Ms Jemy Joseph, Faculty of Medicine\*  
Ms Cecilia Livingston, Faculty of Music

**20. Report of the Striking Committee (cont'd)**

**II. Board and Committee Membership (cont'd)**

**2. Membership of Committees of the Board**

On motion duly moved, seconded, and carried

YOUR BOARD APPROVED

THAT the following be appointed to committees of the Board for 2010-11:

**i) Agenda Committee**

*Student*

Ms Jemy Joseph, Faculty of Medicine\*

*Teaching Staff*

Ms Judith Poë, UTM\*

Professor Yves Roberge, Faculty of Arts and Science, New College

**ii) Academic Appeals Committee**

**Chairs:**

Ms Kate Hilton (Senior Chair)+

Mr. Tad Brown+

Professor Markus Dubber

Ms Sara Faherty

Professor Andrew Green+

Ms Renu Mandhane

Professor Edward Morgan+

Professor Emeritus Ralph Scane+

Professor Hamish Stewart

+current Chair who is willing to serve if re-appointed

**Members:**

*Students*

Mr. Justin Basinger, Faculty of Law

Ms Annie Claire Bergeron-Oliver, Faculty of Physical Education and Health

Ms Min Hee Margaret Kim, Faculty of Arts and Science, Trinity College

Mr. Ken Davy, Faculty of Arts and Science, Woodsworth College

Ms Jemy Joseph, Faculty of Medicine\*

Mr. Hanif Bayat Movahed, Faculty of Arts and Science



**20. Report of the Striking Committee (cont'd)**

**II. Board and Committee Membership (cont'd)**

**2. Membership of Committees of the Board (cont'd)**

*Teaching Staff*

Professor Maydianne Andrade, UTSC (Biological Sciences)  
 Professor Denise Belsham, Faculty of Medicine (Physiology)\*  
 Dr. Chris Koenig-Woodyard, UTM (English)\*  
 Professor Henry Mann, Faculty of Pharmacy  
 Professor Faye Mishna, Faculty of Social Work\*  
 Professor Ito Peng, Faculty of Arts and Science (Sociology)\*  
 Professor Wendy Ward, Faculty of Medicine (Nutritional Sciences)

**iii) Committee on Academic Policy and Programs**

*Administrative and Professional Staff*

Mr. Liam Mitchell, (FASE)

*Students*

Ms Annie Claire Bergeron-Oliver, full-time undergraduate, Faculty of Physical Education and Health  
 Mr. Rishi Maharaj, full-time undergraduate, FASE  
 Mr. Shakir Rahim, part-time undergraduate, Faculty of Arts and Science, Trinity College  
 Mr. Hanif Bayat Movahed, graduate, Faculty of Arts and Science  
 Ms Emily Holland, graduate, UTM

*Teaching Staff*

Professor Maydianne Andrade, UTSC (Biological Sciences)  
 Professor Catherine Amara, Faculty of Physical Education and Health  
 Professor Katherine Berg, Faculty of Medicine (Physical Therapy)\*  
 Professor Alister Cumming, OISE (Modern Language Centre)\*  
 Professor Gabriele D'Eleuterio, FASE  
 Professor Christopher Damaren, FASE  
 Dr. Karen Davis, Faculty of Medicine  
 Professor Charles Deber, Faculty of Medicine (Biochemistry)\*  
 Professor Robert Gibbs, Faculty of Arts and Science (Philosophy)\*  
 Ms Lesley Lavack, Faculty of Pharmacy\*  
 Professor Douglas McDougall, Ontario Institute for Studies in Education (OISE) (Curriculum, Teaching, and Learning), **Vice-Chair\***  
 Professor Ito Peng, Faculty of Arts and Science (Sociology)\*  
 Ms Judith Poë, UTM\*  
 Professor Andrea Sass-Kortsak, Faculty of Medicine, **Chair\***  
 Professor Njoki Wane, OISE (Sociology and Equity Studies in Education)

**20. Report of the Striking Committee (cont'd)**

**II. Board and Committee Membership (cont'd)**

**2. Membership of Committees of the Board (cont'd)**

**iv) Planning and Budget Committee**

*Student*

Mr. Shaun Datt, full-time undergraduate, University of Toronto at Scarborough (UTSC)  
Mr. Ken Davy, part-time undergraduate, Faculty of Arts and Science, Woodsworth  
College

**iv) Planning and Budget Committee**

*Teaching Staff*

Professor Parth Bhatt, Faculty of Arts and Science (French)\*  
Professor Elizabeth Cowper, Faculty of Arts and Science (Linguistics)  
Professor Miriam Diamond, Faculty of Arts and Science (Geography), **Vice-Chair**,  
(member of the Planning and Budget Committee, 2006 to 2008)  
Professor Meric Gertler, Faculty of Arts and Science (Geography), (member of the  
Planning and Budget Committee, 2008-09)  
Dr. Avrum Gotlieb, Faculty of Medicine (Laboratory Medicine and Pathobiology),  
**Chair\***  
Dr. Chris Koenig-Woodyard, UTM (English)\*  
Professor Jim Lai, Faculty of Dentistry  
Professor Henry Mann, Faculty of Pharmacy  
Ms Carole Moore, Library (member of the Planning and Budget Committee, 2005-08)\*  
Professor Susan Rappolt, Faculty of Medicine (Occupational Science and Occupational  
Therapy)

*Additional Members of the Agenda Planning Group*

Professor Elizabeth Cowper, Faculty of Arts and Science (Linguistics)  
Professor Henry Mann, Faculty of Pharmacy

**20. Report of the Striking Committee (cont'd)**

**II. Board and Committee Membership (cont'd)**

**3. Discipline Appeals Board**

On motion duly moved, seconded, and carried

YOUR BOARD APPROVED

THAT the following be appointed to the Discipline Appeals Board for 2010-11:

*Students*

Mr. Adam Heller, full-time undergraduate, Faculty of Law (current student governor)

Ms Min Hee Margaret Kim, full-time undergraduate, Faculty of Arts and Science, Trinity College (current student governor)

Ms Jemy Joseph, graduate, Faculty of Medicine (member of the Discipline Appeals Board from 2007-09)

*Teaching Staff*

Professor Elizabeth Cowper, Faculty of Arts and Science (Linguistics)

Dr. Chris Koenig-Woodyard, UTM (English) (member of the Discipline Appeals Board in 2007-08)

Dr. Roslyn Thomas-Long, Faculty of Arts and Science/OISE

**4. Advisory Committee on the University of Toronto Library System**

On motion duly moved, seconded, and carried

YOUR BOARD APPROVED

THAT the following be appointed as the Board's representatives on the Advisory Committee on the University of Toronto Library System for 2010-11:

Professor Robert Gibbs, Faculty of Arts and Science (Philosophy)\*

Professor Alison Keith, Faculty of Arts and Science (Classics)\*

**20. Report of the Striking Committee (cont'd)**

**II. Board and Committee Membership (cont'd)**

**5. Committee for Honorary Degrees**

On motion duly moved, seconded, and carried

YOUR BOARD APPROVED

THAT the following be recommended to the Governing Council for membership on the Committee for Honorary Degrees for 2010-2011:

***Administrative Staff***

Mrs. Bonnie Horne, Librarian\*

***Lay Members***

Mr. Harvey Botting\*

Mr. Geoff Matus\*

Mr. Thomas Rahilly\*

***Students***

Mr. Grant Gonzales, full-time undergraduate, Faculty of Arts and Science\*

Ms Jemy Joseph, graduate, Faculty of Medicine \*

***Teaching Staff***

Professor Gary Crawford, UTM (Anthropology)\*

Professor Miriam Diamond, Faculty of Arts and Science (Geography)\*

Professor Thomas Keymer, Faculty of Arts and Science (English)

Professor Elizabeth Smyth, OISE (Curriculum, Teaching, and Learning)\*

The meeting adjourned at 5:35 p.m.

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Secretary  
June 4, 2010

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Chair

**UNIVERSITY OF TORONTO**  
**THE GOVERNING COUNCIL**  
**REPORT 164 OF THE AGENDA COMMITTEE**

**June 2, 2010**

To the Academic Board,  
University of Toronto.

Your Committee reports that it held a meeting on Wednesday, June 2, 2010, at 3:30 p.m. in the Forster Room, Room 229, Simcoe Hall.

Present: Professor Louise Lemieux-Charles (Chair)  
Professor Varouj Aivazian  
Dr. Avrum Gotlieb, Chair, Planning and Budget Committee  
Professor Doug Reeve  
Professor Cheryl Regehr, Vice-Provost, Academic Programs

Ms Mae-Yu Tan, Secretary

Regrets: Professor Elizabeth Cowper  
Ms Saswati Deb  
Professor Cheryl Misak  
Professor Andrea Sass-Kortsak

In Attendance: Ms Helen Lasthiotakis, Director Academic Programs and Policy, Office of the Vice-President and Provost

**1. Report of the Previous Meeting**

Report Number 163 of the meeting held on May 18, 2010 was approved.

**2. Business Arising**

There was no business arising from the report of the previous meeting.

**3. Date of Next Meeting**

The Chair said that the first regular meeting of the Committee of the upcoming academic year would be held in the Fall, 2010. The 2010-11 meeting schedule would be distributed to continuing members during the summer, once it was finalized.

#### 4. Other Business

The Chair noted that, at the request of two appointees, the details of two academic administrative appointments that the Committee had approved at its previous meeting of May 18, 2010 had not been reported in the corresponding minutes. The appointments had since been announced publicly, and the Chair read the approved motions into the record in order to officially record the approvals.

On motion duly moved and seconded

YOUR COMMITTEE APPROVED

the following academic administrative appointments:

#### **FACULTY OF APPLIED SCIENCE AND ENGINEERING**

Professor Cristina Amon                      Dean  
July 1, 2011 to June 30, 2016 (Re-appointment)

#### **LAWRENCE S. BLOOMBERG FACULTY OF NURSING**

Professor Sioban Nelson                      Dean  
July 1, 2011 to June 30, 2018 (Re-appointment)

The Committee moved *in camera*.

#### 5. Academic Administrative Appointments

On motion duly moved, seconded, and carried

YOUR COMMITTEE APPROVED

the following academic administrative appointments:

#### **FACULTY OF APPLIED SCIENCE AND ENGINEERING**

##### **Division of Engineering Science**

Professor William R. Cluett                      Chair  
July 1, 2010 to December 31, 2010 (Extension)

#### **FACULTY OF ARTS AND SCIENCE**

##### **Centre for Diaspora and Transnational Studies**

Professor Ato Quayson                      Director  
July 1, 2010 to June 30, 2011 (Extension)

**5. Academic Administrative Appointments (cont'd)**

**Department of Economics**

Professor Arthur Hosios                      Chair and Graduate Chair  
July 1, 2010 to June 30, 2015 (Re-appointment)

**INNIS COLLEGE**

Professor Kay Armatage                      Acting Principal  
July 1, 2010 to December 31, 2010

**LESLIE DAN FACULTY OF PHARMACY**

Ms Lesley Lavack                              Associate Dean Professional Programs  
July 1, 2010 to December 31, 2010 (Extension)

Professor Raymond Reilly                      Associate Dean Research  
July 1, 2010 to June 30, 2015

The Committee returned to open session.

The meeting adjourned at 3:43 p.m.

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Secretary  
June 3, 2010

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Chair

**UNIVERSITY OF TORONTO**  
**THE GOVERNING COUNCIL**  
**REPORT 165 OF THE AGENDA COMMITTEE**

**September 28, 2010**

To the Academic Board,  
University of Toronto.

Your Committee reports that it held a meeting on Tuesday, September 28, 2010, at 2:00 p.m. in the Forster Room, Room 229, Simcoe Hall.

Present: Professor Louise Lemieux-Charles (Chair)  
Dr. Avrum Gotlieb, Chair, Planning and Budget Committee  
Ms Jemy Joseph  
Professor Cheryl Misak, Vice-President and Provost  
Ms Judith Poë  
Professor Yves Roberge  
Professor Cheryl Regehr, Vice-Provost, Academic Programs  
Professor Andrea Sass-Kortsak, Chair, Committee on Academic Policy and Programs

Ms Mae-Yu Tan, Secretary

Regrets: Professor Varouj Aivazian

In Attendance: Professor Ellen Hodnett, member of the Governing Council  
Ms Sheree Drummond, Assistant Provost

**1. Chair's Remarks**

The Chair welcomed members to the first meeting of the Committee for 2010-2011. She stated that the Agenda Committee was composed of nine members from various estates and that attendance by five voting members was needed for quorum. Members were asked to notify the Secretariat in advance if they would be unable to attend a meeting, to ensure that quorum would be met.

The Chair outlined the Committee's terms of reference, noting that meetings were normally held in closed session. She stated that many matters would be discussed in confidence and emphasized that such items should remain confidential, unless and until subsequently made public. The Chair described the main responsibilities of the Committee, which include setting the agenda for the Academic Board meetings, dealing with any notices of motion presented to the Board or its standing committees, establishing a Striking Committee and a Nominating Committee for the University Tribunal and the Academic Appeals Committee, and approving academic administrative appointments on behalf of the Board.

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**2. Report of the Previous Meeting**

Report Number 164 of the meeting held on June 2, 2010 was approved.

**3. Business Arising**

There was no business arising from the report of the previous meeting.

**4. Report on Approvals Under Summer Executive Authority**

The Chair reported that the following twenty-eight academic administrative appointments had been approved under the Agenda Committee's summer executive authority by means of electronic ballot.

**FACULTY OF APPLIED SCIENCE AND ENGINEERING**

Professor Stewart Aitchison                      Vice-Dean, Research  
July 1, 2010 to June 30, 2012 (Extension)

Professor D. Grant Allen                              Vice-Dean, Undergraduate  
July 1, 2010 to June 30, 2012 (Extension)

**JOHN H. DANIELS FACULTY OF ARCHITECTURE, LANDSCAPE, AND DESIGN**

Professor Robert Wright                              Associate Dean, Research  
September 1, 2010 to July 30, 2013

Professor Steven Fong                                      Associate Dean, Academic  
September 1, 2010 to July 30, 2013

**FACULTY OF ARTS AND SCIENCE**

**Dunlap Institute for Astronomy and Astrophysics**

Professor James Graham                              Director  
July 1, 2010 to June 30, 2015

**Department of Chemistry**

Professor Robert Morris                                      Chair  
July 1, 2010 to June 30, 2013

**Cinema Studies Institute**

Professor Kay Armatage                                      Acting Director  
July 1, 2010 to June 30, 2011

**4. Report on Approvals Under Summer Executive Authority (cont'd)****FACULTY OF ARTS AND SCIENCE (cont'd)****Department of Computer Science**

Professor Sven Dickinson                      Chair  
July 1, 2010 to June 30, 2015

Professor Fahiem Bacchus                      Acting Chair  
July 1, 2010 to June 30, 2011

**Department of East Asian Studies**

Professor Thomas Keirstead                      Interim Chair and Graduate Chair  
July 1, 2010 to June 30, 2011

**Centre for Environment**

Professor Donald Jackson                      Interim Director, Centre for Environment  
July 1, 2010 to June 30, 2011

**Centre for Industrial Relations and Human Resources**

Professor Frank Reid                      Acting Director  
September 1 to December 31, 2010

**INNIS COLLEGE**

Mr. Roger Riendeau                      Vice-Principal  
July 1, 2010 to June 30, 2014 (Re-appointment)

**FACULTY OF MEDICINE****Dalla Lana School of Public Health**

Professor Louise Lemieux-Charles                      Interim Director  
September 1, 2010 to June 30, 2011

**Department of Molecular Genetics**

Professor Howard Lipshitz                      Chair and Graduate Chair  
July 1, 2010 to June 30, 2015 (Re-appointment)

Professor Alan Davidson                      Acting Chair  
September 1, 2010 to December 31, 2010

**Department of Public Health Sciences**

Professor Louise Lemieux-Charles                      Interim Chair and Graduate Chair  
September 1, 2010 to June 30, 2011

**Department of Radiation Oncology**

Professor Pamela Catton                      Acting Chair  
June 1, 2010 to September 30, 2010

**4. Report on Approvals Under Summer Executive Authority (cont'd)****UNIVERSITY OF TORONTO MISSISSAUGA****Department of Philosophy**

Professor Sergio Tenenbaum                      Acting Chair  
 July 1, 2010 to June 30, 2011 (Extension)

**UNIVERSITY OF TORONTO AT SCARBOROUGH**

Dr. Liang-Hsuan Chen                      Associate Dean, Registrarial and Academic Student Services  
 September 1, 2010 to August 31, 2013

**Department of English**

Professor Christine Bolus-Reichert      Chair  
 July 1, 2010 - June 30, 2013

**Department of Humanities**

Professor William Bowen                      Chair  
 July 1, 2010 - June 30, 2012 (Re-appointment)

**Department of Philosophy**

Professor Philip Kremer                      Chair  
 July 1, 2010 to June 30, 2015

**Department of Physical and Environmental Sciences**

Professor William Gough                      Chair  
 July 1, 2010 to June 30, 2015

**SCHOOL OF GRADUATE STUDIES****Tri-Campus Department of Chemistry**

Professor Robert Morris                      Graduate Chair  
 July 1, 2010 to June 30, 2013

**Tri-Campus Department of Computer Science**

Professor Sven Dickenson                      Graduate Chair  
 July 1, 2010 to June 30, 2015

Professor Fahiem Bacchus                      Acting Graduate Chair  
 July 1, 2010 to June 30, 2011

**Tri-Campus Department of Physical and Environmental Sciences**

Professor William Gough                      Graduate Chair  
 July 1, 2010 to June 30, 2015

**5. Feedback from 2009-2010 Academic Board Members**

The Chair said that, at the June 2, 2010 meeting of the Academic Board, members had been invited to complete an online feedback form. Two reminders had been sent to members, resulting in a response rate of 30% (37 of 122 members). The Committee had a full discussion about the feedback that had been received and contemplated how best to make use of the input. Members unanimously agreed that it would be helpful for the Chair to provide an oral report on the feedback to the Board, highlighting some of the recurring points and emphasizing the role that members served on the Board. In closing, the Chair expressed the importance of ongoing collection of feedback from Board members, and she recommended that the survey be used again at the end of the 2010-2011 academic year.

**6. 2010-2011 Calendar of Business**

The Chair informed members that the 2010-2011 Agenda Committee's Calendar of Business contained annual items expected to be presented to the Committee over the course of the year. The Calendar was subject to change, and items could be added at any point. A member noted that the Agenda Committee would be asked to consider the Reviews of Academic Programs and Units, Part I, at its cycle 2 meeting on November 17, 2010. All material, including the minutes of the September 20<sup>th</sup> meeting of the Committee on Academic Policy and Programs (AP&P), would be circulated to members in advance of the meeting.

**7. Academic Board Agenda – Thursday, October 7, 2010**

Members reviewed and approved the draft agenda for the October 7<sup>th</sup> Academic Board meeting.

**8. Date of Next Meeting**

The Chair stated that the next meeting would be held on Wednesday, November 17, 2010 from 2:00 to 3:00 p.m. in the Forster Room.

**9. Other Business**

The Chair reminded members that, beginning with the November 17<sup>th</sup> Committee meeting, documentation would be distributed using the governance portal and paper copies would no longer be provided. Members asked that the Secretariat ensure that wireless connectivity to laptops would be available in meeting rooms.

The Committee moved *in camera*.

**10. 2010-2011 Striking Committee Appointments**

On motion duly moved, seconded, and carried

YOUR COMMITTEE APPROVED

THAT the following members of the Academic Board be appointed to the 2010-2011 Striking Committee of the Academic Board for a term from September 28, 2010 to June 30, 2011.

Professor Louise Lemieux-Charles Chair  
Professor Varouj Aivazian, Vice-Chair  
Professor Cheryl Misak, Vice-President and Provost  
Ms Helen Slade, administrative staff member  
Mr. Daniel Taranovsky, alumnus  
Mr. Justin Basinger, student

**11. 2010-2011 Nominating Committee for the University Tribunal and the Academic Appeals Committee Appointments**

On motion duly moved, seconded, and carried

YOUR COMMITTEE APPROVED

THAT the following individuals be appointed to the 2010-2011 Nominating Committee for the University Tribunal and the Academic Appeals Committee for a term from September 28, 2010 to June 30, 2011.

Professor Mayo Moran, Chair and President's designate  
Professor Arthur Ripstein, teaching staff member of the Governing Council  
Mr. Adam Heller, former student member of the Governing Council and the Academic Board  
Ms Maureen Simpson, former alumni member of the Academic Board

**12. Academic Administrative Appointments**

On motion duly moved, seconded, and carried

YOUR COMMITTEE APPROVED

the following academic administrative appointments:

**FACULTY OF DENTISTRY**

Professor Morris Manolson                      Associate Dean, Graduate and Postgraduate Studies  
October 1, 2010 to June 30, 2015

*Report Number 165 of the Agenda Committee September 28, 2010*

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**12. Academic Administrative Appointments (cont'd)**

**JOSEPH L. ROTMAN SCHOOL OF MANAGEMENT**

Professor Anita McGahan                      Associate Dean, Research  
October 1, 2010 to June 30, 2015

The Committee returned to open session.

The meeting adjourned at 3:07 p.m.

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Secretary  
September 28, 2010

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Chair



UNIVERSITY OF  
**TORONTO**

OFFICE OF THE VICE-PRESIDENT & PROVOST

APPENDIX "A" TO REPORT NUMBER 138  
OF THE PLANNING AND BUDGET  
COMMITTEE – September 20, 2010

TO: Planning & Budget Committee

SPONSOR: Cheryl Misak, Vice-President & Provost

CONTACT INFO: Phone 416 978-2122 / Email provost@utoronto.ca

DATE: September 21, 2010 for September 20, 2010

AGENDA ITEM: 6

**ITEM IDENTIFICATION:**

*Policy on the Temporary Use of Space at the University of Toronto*

**JURISDICTIONAL INFORMATION:**

The Planning & Budget Committee is responsible for monitoring, reviewing and making recommendations concerning a broad range of planning issues and priorities and for the use of University resources including space and facilities.

**PREVIOUS ACTION TAKEN:**

The current *Policy for the Allocation of Rooms -- Extracurricular Bookings* was approved by the Committee on Campus and Community Affairs (a committee of the Governing Council) on June 1, 1988.

**HIGHLIGHTS:**

In consultation with relevant offices at UTM, UTSC, and the Division of Student Life on the St. George Campus, a small working group within the Office of the Vice-President & Provost has drafted a new *Policy on the Temporary Use of Space at the University of Toronto* (attached). It is proposed that the new *Policy* will replace the existing *Policy for the Allocation of Rooms – Extracurricular Bookings* (June 1988) and that additional procedures be established by the Vice-President & Provost to replace the procedure components of the existing *Policy* (the *Procedures for the Temporary Use of Space at the University of Toronto* are also attached for information only).

The existing *Policy* is not a typical University of Toronto policy document as it contains a combination of principles as well as specific operational guidelines. The proposed new *Policy* along with the *Procedures* are designed to address the lack of clarity that has existed in our policy framework.

Planning & Budget Committee - *Policy on the Temporary Use of Space at the University of Toronto*

The new *Policy* outlines the overarching principles by which space is to be used and assigned for temporary use. Unlike the existing *Policy* that applied only to a limited amount of space on the St. George Campus, the proposed *Policy* is more comprehensive as it applies to the temporary use of space on all three campuses.

The proposed *Policy* also applies a consistency of approach to the temporary use of space. Both of these were key objectives of this policy revision exercise.

The *Procedures* outline the process for booking space, the rental rates, reasons for refusals of bookings, conditions of use, and also indicate a requirement to use a standard 'Facilities Request Booking Form.'

**FINANCIAL AND/OR PLANNING IMPLICATIONS:**

There are no significant implications for the University's operating budget.

**RECOMMENDATION:**

Be It Recommended to Academic Board

THAT the *Policy on the Temporary Use of Space at the University of Toronto* be approved, replacing the *Policy for the Allocation of Rooms -- Extracurricular Bookings* approved on June 1, 1988, effective immediately.



## **Policy on the Temporary Use of Space at the University of Toronto**

### **For Approval by the Governing Council**

#### **Preamble**

Auditoria, rooms, and other kinds of space at the University of Toronto are used for a wide variety of events in support of the institution's academic mission – teaching, scholarship and research – as well as other activities of recognized university organizations. Space is also occasionally permitted to be used by external groups.

Any use of University space must abide by principles which reflect the University's purpose, mission and values. One core value is a commitment to freedom of expression and open dialogue. Another is that of mutual respect and civility, even on those issues on which strong opinions are held.

Difficulties in balancing these values can arise in the context of room bookings. Contestable sentiments that are offensive to some will be expressed on a campus populated by passionate and engaged students, staff, and faculty. As set out in its *Statement on Freedom of Expression*, the University will continue to protect freedom of expression and promote the respectful exchange of ideas, taking into account matters such as concerns about safety and the boundaries set by legislation. It encourages and expects, for instance, that there will be opportunities for respectful exchanges of perspectives in all public meetings. Though the University strives to create an environment where individuals and groups can express views on a broad range of subjects, the provision of University space for activities or events does not in any way imply that the University itself has expressed or condoned the views which may be expressed.

With respect to the assignment of space, the University's first priority must be for room bookings that contribute directly to our academic mission of teaching and scholarship. That said, we play a role in the community by opening our auditoria and rooms on occasion to external groups on appropriate terms in accordance with University policy and procedure.

Here another principle comes into play: fairness of costs. External groups must at least cover the full costs associated with room bookings. Our students, through their fees, should not be subsidizing external bodies. Internal groups, on the other hand, pay only minimal fees – nothing near full costs. We normally do not charge recognized campus groups and student societies at all, except for reasonable cost recovery for additional services beyond making the space available (such as post-event cleaning).

Clearly, this fair cost structure can only be maintained if external groups do not exploit the ability of internal groups to pay reduced or no fees. The University will, when possible, monitor such abuses of privilege and act accordingly, even if that means withdrawing booking privileges from certain internal users.

*Policy on the Temporary Use of Space at the University of Toronto*

### **Applicability & Responsibility**

This *Policy* applies to all temporary use of bookable University space on all three campuses. Administrative responsibility for this *Policy* rests with the office of the Vice-President & Provost. Procedures for the application of this *Policy* will be set by the Office of the Vice-President & Provost and reported for information to the Governing Council or its designated Board or Committee.

### **Assignment of Space**

Priorities for allocation of space will be dependent on the type of space, activity, and location. These priorities may be local or general but are ultimately the responsibility of the Accommodations and Facilities Directorate (AFD), which is accountable to the Vice-President & Provost. The activity and priority for all University space is recorded on the University's space inventory system. Any change in these priorities or activities must be consistent with this *Policy* and approved by the AFD.

### **Principles**

1. The lands and buildings of the University of Toronto are private property. The University reserves the right to control access to its campuses, and to the use of its space and facilities. All users of University space are required to comply with all applicable University policies, federal and provincial statutes and municipal by-laws relating to private property, the rights of individuals and the University.
2. Though the University strives to create an environment where individuals and groups can express views on a broad range of subjects, the provision of University space for activities or events does not in any way imply that the University itself has expressed or condoned the views which may be expressed. Similarly, recognition of any campus group or student society does not imply that the University endorses or condones that group's opinions or beliefs and the University assumes no liability for those activities.
3. Priorities for the temporary use of academic,<sup>1</sup> space are as follows, in descending order of priority:
  - a. Teaching approved courses of study leading to degrees, diplomas or certificates of the University;
  - b. All other activities (including examinations) necessary to deliver and complete approved courses of study which lead to degrees, diplomas or certificates;

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<sup>1</sup> For the purposes of the *Policy*, 'academic space' is defined as a room primarily used for scheduled teaching purposes which does not require special equipment of a kind that makes the room unsuitable for regular classroom instruction. This is the definition used by the Council of Ontario Universities (COU).

*Policy on the Temporary Use of Space at the University of Toronto*

- c. Seminars, colloquia, conferences and other University-related activities approved by the appropriate academic department or division or administrative unit;
  - d. Courses in continuing education in any division of the University;
  - e. Activities of recognized campus groups, student societies and employee groups<sup>2</sup>; and
  - f. Activities of external groups consistent with this policy (Note: Although the University may permit the temporary use of space and facilities that are not required for its own activities, the University is under no obligation to do so and may permit or not permit such use at its sole and unfettered discretion.).
4. Priorities for the temporary use of other space shall be established by the administration in a manner consistent with the purposes for which the space was designated.
  5. Users who book space or advertise events as being open to the public cannot exclude any persons or groups from the activities unless the exclusion is required by health and safety regulations, University policy, or otherwise by law. Users who book space for private gatherings in accordance with this policy and procedures cannot advertise or promote that event in a manner which suggests that non-invitees may attend.
  6. In reference to these principles, the administration shall have the authority for the efficient allocation of space and, in consultation with the relevant parties, for the resolution of matters related to competing demands for space.

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<sup>2</sup> See *Policy on Recognition of Campus Groups* (May 1993) and *Policy for Compulsory Non-Academic Incidental Fees* (September 2003).

*Policy on the Temporary Use of Space at the University of Toronto*

**Appendix: Relevant Policies Related to Freedom of Speech and the Use of Campus Facilities**

Many University of Toronto policies deal with the delicate process of ensuring that freedom of speech can co-exist with the similarly important values of respect for human rights and liberties, all in the context of the applicable laws of the land. The following are some key policies which have a bearing on freedom of speech and the use of campus facilities. Please refer to the policies for further details.

**Statement on Freedom of Speech**

**Statement of Institutional Purpose**

**Statement on Human Rights**

**Policy on Recognition of Campus Groups**

**Policy on Disruption of Meetings**

**Statement on Prohibited Discrimination and Harassment**

**Code of Student Conduct**

**Policy with Respect to Workplace Harassment**

**Policy with Respect to Workplace Violence**

In addition, statutes such as the *Ontario Human Rights Code* and the *Criminal Code*, as well as the common law, subject all members of the University community to obligations in exercising rights such as freedom of speech.

## **Procedures for the Temporary Use of Space at the University of Toronto**

These administrative procedures accompany the *Policy on the Temporary Use of Space at the University of Toronto* (hereinafter referred to as the *Policy*).

All space agreements regarding commercial filming or photography are governed by the *Policy for Film Liaison*, the *Policy on the Temporary Use of Space at the University of Toronto* does not apply.

### **I. Use of Space Requests**

1. Members of the University and others may use University space provided that it is reserved in advance for organized purposes in accordance with the principles presented in the Policy and that it is used in compliance with all other University policies and regulations, and all applicable laws. If the policies and procedures for the temporary use of University space are not followed by any individual or group, the University reserves the right to withdraw or deny access to the use of its facilities and space, and to take action for payment of any outstanding fees or damages, and to pursue such other actions or remedies as may be available under University policy or at law.
2. The Assistant Vice-President, Campus and Facilities Planning has a central role to play in providing advice and direction in the temporary use of space and will maintain a list of room allocation offices and direct the requests to the appropriate space holder. A copy of the listing of such offices is available from the respective offices of space management on each campus.
3. Requests for the temporary use of University space are considered largely on the basis of information provided by the requestor. Misrepresentation or omission of relevant information may result in the cancellation of the reservation without notice to or recourse by the requestor. In cases where it is not immediately apparent, space booked in the name of University academic or administrative unit must have appropriate authorization.

### **II. Room Rental Rates & Determination of Rental Charges**

1. Room rental rates are determined at the discretion of the University and the particular office involved. These rates are to be reported annually to the Accommodations and Facilities Directorate (AFD).
2. Rates are based on the category of user, the nature of the event, the size of the room, the time and duration of the event, and/or other relevant factors.
3. Academic and non-academic University events and student and employee group activities are normally charged a lesser rate than external users. Recognized campus groups are not normally charged for rental of classroom space.

Procedures for the Temporary Use of Space at the University of Toronto

4. Rates for external users<sup>1</sup> should reflect market rates for comparable space outside of the University.

**III. Other Charges**

1. The University may, as a condition of booking, require that authorized security be made available during the use of the space, including but not limited to where the building would normally be closed at the time of the event. The University may require such security to be provided at the cost of the user and to be arranged by the University.
2. The University at its discretion may assess additional security requirements and require that the Campus Police be present at any event. These costs are normally the responsibility of the group booking the event.
3. Over and above the rental charge and security costs, all users will be required to pay any relevant additional costs. Examples of additional costs may include:
  - a. Use of public address, audio-visual or other equipment or operators;
  - b. Additional caretaking costs or extraordinary cleaning ;
  - c. Special arrangements with parking and grounds departments;
  - d. Special setups where applicable; and/or
  - e. Damage or undue wear and tear.
4. Charges for such costs will be reported to the booking office who will forward them to the user for payment.
5. An external user may be required to carry liability insurance for the event, the provisions and amount of which will be subject to the approval of the University. Proof of this insurance must be on file in advance of the event with the room booking office.
6. The cancellation policy will be determined by the responsible division and communicated to the user at the time of booking. The user will be required to provide the notice of cancellation in writing in all circumstances. Groups that have booked space and fail to cancel in accordance with the relevant cancellation policy may be charged the relevant booking rates and any additional costs that have been incurred, whether or not they actually use the space.

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<sup>1</sup> This does not include arrangements related to external media production organizations as these are covered under the *Policy for Film Liaison*.

Procedures for the Temporary Use of Space at the University of Toronto

**IV. Refusal of Bookings**

1. The University may refuse any booking request in accordance with its *Policy on the Temporary Use of Space*. In particular, the following are examples where the University may refuse a request to book the use of its space:
  - a. Where there are health and safety concerns related to the use of space requested;
  - b. Where there has been misrepresentation, unusual wear and tear, health and safety concerns, or breaches of University policy or any applicable laws regarding previous events involving the requesting organization, whether or not they are internal or external;
  - c. When insufficient notice is given or staff is not available. Written requests must be received by the booking office no later than 5:00 p.m. on the fifth business day prior to the event.
2. The University may refuse requests for subsequent bookings when there has been a failure to pay outstanding invoices or another breach of the *Policy*.
3. Individuals and individual members of the University community may not book academic facilities for private use. Weddings, and other private gatherings, may be booked in facilities appropriate to these events.

**V. Conditions and Regulations Governing the Use of Facilities**

1. Academic and administrative divisions across the three campuses that book space are required to have the following elements in their facilities request booking form:
  - a. Individual and Organization contact information;
  - b. A sufficient description of event (including whether it is open to the public or not);
  - c. Conditions for Booking including:
    - i. Written agreement by user to abide by the *Policy*, these Procedures and all applicable University policies, federal and provincial statutes and municipal by-laws relating to private property, the rights of the individual and the University.
    - ii. Written confirmation from the user that indicates the understanding that the space is for the sole use of the requesting group and not for any other group.
    - iii. Confirmation that the user will comply with the relevant cancellation policy and unless a cancellation is received in accordance with the

Procedures for the Temporary Use of Space at the University of Toronto

relevant procedure, the user will be responsible for the applicable room rates and any additional costs incurred regardless of whether or not the space has been used.

2. Misrepresentation or omission of relevant information may result in the cancellation of the reservation without notice to or recourse by the requestor.
3. Temporary bookings may be pre-empted by requests for academic use of a space, when such a request is received in a timely manner. In such circumstances, reasonable efforts will be made to reschedule or relocate the pre-empted booking.
4.
  - a. With respect to bookings by recognized campus groups, student societies, employee groups, and external groups, communications and promotional material should not inaccurately state or imply that the University is connected with the event, including naming the University of Toronto as part of the location address for the event, unless written permission has been given in advance by the booking office.
  - b. A reserving organization will ensure that all communications, advertising and promotional material relating to non-University of Toronto events include the statement that “This event is not a U of T event”, unless written permission has been given in advance by the booking office.
5. Promotional material may be posted only on notice boards provided for that purpose.
6. Unless prohibited by the facility, event organizers may arrange ushers and ticket takers, who may request reasonable behavior of members of the audience. However, security matters, including any use of physical restraint, are the sole responsibility of the Campus Police.
7. The reserving organization agrees to ensure that no alterations to or tampering with University fabric, utilities or facilities will occur without explicit permission of an authorized University officer. If any such work is approved, it may only be carried out by persons authorized by the University.
8. Only props and displays constructed of nonflammable materials may be used within a University building.
9. No open flame, heating apparatus and/or cooking apparatus may be used without explicit permission of an authorized University officer.
10. The cost of repairing or replacing damaged University facilities incurred as the result of an event will be borne by the reserving organization. Such repairs or replacements will be done by the University.
11. The organization in whose name each facility reservation is made will expressly undertake to ensure that all participants in an event:



Procedures for the Temporary Use of Space at the University of Toronto

- a. Refrain from taking food or beverages into classrooms, lecture theatres or auditoria
  - b. Refrain from smoking in any University building in accordance with the University of Toronto's *Smoking Policy*.
12. The organization in whose name each facility reservation is made will be advised that alcohol use and service on campus is governed by the *Liquor License Act of Ontario*, the associated regulations under the *Act* and the *University of Toronto Alcohol Policy* and the regulations under the *Policy*.
- a. Permission to rent or use space on a University of Toronto campus does not automatically convey the privilege of alcohol licensing. The use and service of alcohol in a campus facility is administered through the Designated License Holder within whose authority the space is included. A Dean, Principal, or Officer responsible for the space in which alcohol service is proposed may be required to sign approval for the licensed event.
  - b. Licensing facilities is dependent on meeting all of the provincial and municipal approvals and the conditions applied by the designated license holder, which include all arrangements for the delivery and service of alcohol to be served in the facility from the designated office on each campus.
  - c. Approvals for licensed events are given on a case-by-case basis in accordance with (a.) above.
13. Maximum room occupancy must not be exceeded. Corridors, stairways and aisles must be kept free of obstructions.
14. Any electrical equipment, including public address systems, amplifiers, overhead or film projectors must bear a CSA or Electrical Safety Authority approval.
15. The University bears no responsibility for loss or damage to property brought on University premises by a non-university organization or group. Similarly, the University's insurance policies provide no coverage for such loss or damage.
16. At the University's discretion, a written agreement incorporating additional items governing the use of space may be required between the organization and the University.



University of Toronto  
Governing Council

Policy for the Allocation of Rooms -- Extracurricular Bookings

June 1, 1988

To request an official copy of this policy, contact:

The Office of the Governing Council  
Room 106, Simcoe Hall  
27 King's College Circle  
University of Toronto  
Toronto, Ontario  
M5S 1A1

Phone: 416-978-6576  
Fax: 416-978-8182  
E-mail: [governing.council@utoronto.ca](mailto:governing.council@utoronto.ca)  
Website: <http://www.governingcouncil.utoronto.ca/>

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Web Copy

## Policy for the Allocation of Rooms -- Extracurricular Bookings

This policy applies to bookings for events or activities which are not a part of the University's intramural or inter-collegiate athletic programme or do not relate to the normal academic or administrative functioning of the University.

### Introduction

0. The University has decided that rooms and facilities can be made available for extra-curricular use. The University is under no obligation, however, to permit such use and is free to exercise its discretion in permitting it.

This discretion will be used with particular care in the case of Convocation Hall which has a central role in the life of the University. Therefore, while the University recognizes the right to freedom of speech, there are activities of a frivolous or vulgar nature which are not considered as appropriate in Convocation Hall.

1. All space requests for such purposes are to be referred initially to:

Office of Space Management  
130 St. George Street,  
Robarts Library, Suite #8002  
Toronto, Ontario M5S 1A5  
978-2187

or to one of the offices mentioned in "Room Rental Rates" available from OSM.

2. All space requests must be made in writing before they can be confirmed. Reservations for non-academic purposes are subject to cancellation for academic reasons. An attempt will always be made to give reasonable notice for such unusual situations.

### Room Rates

3. Room rates are based on:
  - a. the category of user
  - b. the nature of the event
  - c. the size of the room
  - d. the time and duration of the event.
4. A table of room rates is available from OSM. This table describes the rates in terms of dollars per hour. Thus users are being charged for the time during which the facilities are unavailable for other purposes except as noted in 7 to 13 below.

### Determination of Charges

5. Recognized University of Toronto organizations of students, academic staff, non-academic staff or alumni ("University users") will, except for situations described in 7 and 8 below, be charged according to a rate schedule known as 'Internal Rates'. Charges in this schedule are designed to recover a portion of the normal operating costs to the University in making a facility available.
6. Outside organizations of an educational, charitable, cultural, professional, religious, ethnic, political, or social action nature ("non-University users") will, except as in 7 and 8 below, be charged according to a rate schedule known as 'External Rates'. Charges in this schedule are

designed to recover all operating costs to the University (including administrative overhead) in making the facility available.

7. University users who have a revenue-sharing agreement with a profit-making organization which would not by itself have access to University facilities will be subject to the non-University rental charge or a specific charge set in a formal agreement between the University and the user(s).
8. A special arrangement may be made for non-University users who are able to obtain "sponsorship" of their event.

Two forms of sponsorship are available.

- a. In the first case, the sponsoring organization will provide OSM with an internal U of T appropriation number. OSM will then perform all normal booking functions in the usual way except that OSM will not prepare an invoice for a rental charge of the facilities. Instead, OSM will use the sponsoring organization's appropriation number in all places where a OSM appropriation number is normally used.
- b. In the second case, UTFA, UTSA, University union locals and student societies for which the University collects compulsory fees will provide OSM with a letter accepting financial responsibility for the booking. OSM will then perform all normal booking operations using the normal OSM rate schedule and will direct all invoices to the sponsoring organization.

## Other Charges

9. The University at its discretion may insist that buildings which are normally closed be open only when qualified security is available. The University at its discretion may require that the user of the room which necessitated the opening of the building pay the costs of the security arrangements.
10. The University at its discretion may insist that the Campus Police be present at any event. An organization paying class external rates will be charged for these services. Recognized Campus Groups will not be charged except as in 9 above.
11. Over and above the rental charge, all users will be assessed "extraordinary" costs. Examples include:
  - a. use of public address, audio-visual or other equipment or operators.
  - b. extraordinary cleaning or caretaking.
  - c. temporary modifications to the facility or special setups.
  - d. damage or undue wear and tear.

Charges for such costs will be reported to OSM who will forward them to the user.

12. At the discretion of the University's Insurance Manager, a non-University user may be required to carry liability insurance, the amount of which will be subject to the approval of the University.
13. Failure to provide written cancellation of an event at least two working days prior to the event will result in a charge. The charge will be \$50. or the actual rental charge, whichever is less.

## Regulations

14. All bookings are made subject to certain University-wide policies and regulations. These are described in a number of documents available from OSM. These documents include:
  - a. Regulations Concerning the Use of University Buildings (1979 July)
  - b. Terms and Conditions for Rental of University of Toronto Facilities (1979 March)
  - c. Policy on the Protection of Freedom of Speech (1987, June)

A summary of these is provided with every booking confirmation in a document entitled "Conditions and Regulations Governing the Use of Facilities at the University of Toronto, St. George Campus". Also enclosed with each booking confirmation is a document entitled "Room Reservations Equipment and Services Information".

## Refusal of Bookings

15. Where unusual wear and tear or serious hazards are encountered at events booked by any organization, whether or not they are sponsored by a University office, the University reserves the right to refuse further bookings to that organization or to place conditions on future bookings.
16. Individuals may not book University facilities.
17. Except as in 7 above, profit making organizations may not book University facilities for commercial purposes.
18. The University may refuse requests for bookings when insufficient notice is given or staff is not available. In general, 48 hours written notice is required.
19. The University may refuse requests for bookings when there is a failure to respond to outstanding invoices.

Revised 88/05/19  
Office of Space Management

## Conditions and Regulations Governing the Use of Facilities at the University of Toronto, St. George Campus

1. Requests for the use of University of Toronto facilities are accepted on the basis of information provided to the Office of Space Management. Misrepresentation or omission of required information may result in the cancellation of the reservation.
2. Notice of cancellation or changes to any reservation must be given in writing two working days prior to the event. Failure to provide adequate notice of cancellation may result in the reserving organization being charged for the use of the facilities.
3. All reservations for the use of University space are subject to the University's policy on protection of freedom of speech. The University upholds the principles of freedom of speech and of the freedom of individuals and groups from physical intimidation and harassment. Should there be reason to believe that an event to be held in University facilities will be disrupted and either of these freedoms denied, the reserving organization will advise the Director of the Office of Space Management at the earliest possible opportunity. A copy of the University's statement on the protection of freedom of speech (April, 1974) is available from this office on request.
4.
  - a. University security personnel are required to be in attendance whenever Convocation Hall is used for a nonacademic event. A University security person is also required to be in attendance when the Medical Sciences Building is in use outside normal building hours. The cost of this requirement is the responsibility of the organization for which the building has been opened.
  - b. The University, at its discretion, may insist that University security be in attendance at any event. Non-University reserving organizations will normally be expected to bear these costs.
  - c. Event organizers may arrange ushers and ticket takers, who may request reasonable behavior of members of the audience. However, security matters, including any use of physical restraint, are the sole responsibility of the University Police.

5.
  - a. The reserving organization agrees to ensure that no alterations to or tampering with University fabric, utilities or facilities, will occur without explicit permission of an authorized University officer. If any such work is approved, it may only be carried out by persons within the University's employment.
  - b. Only props and displays constructed of nonflammable materials may be used within a University building.
6. The cost of repairing or replacing damaged University facilities incurred as the result of an event will be borne by the reserving organization. Such repairs or replacements will be effected by the University.
7.
  - a. Reserving organizations will ensure that advertising and promotional material relating to non University of Toronto events do not in any way state or imply that the University is connected with the event, to include naming the University as part of the location address for the event, unless permission has been given by an authorized University officer.
  - b. No commercial advertising may be displayed or posted.
  - c. Promotional material which conforms to these conditions may be posted only on notice boards provided for that purpose.
8. The organization in whose name each facility reservation is made will undertake to ensure that all participants in an event:
  - a) refrain from smoking in any room in which smoking is prohibited, to include all classrooms, lecture theatres and auditoria;
  - b) refrain from taking food or beverages into classrooms, lecture theatres or auditoria.
9. Maximum room occupancy may not be exceeded. Corridors, stairways and aisles must be kept free of obstructions.
10. Any electrical equipment, including public address systems, amplifiers, overhead or film projectors must bear a CSA or Ontario Hydro seal of approval.
11. The University bears no responsibility for loss or damage to property brought on University premises by a non-university organization or group. Similarly, the University's insurance policies provide no coverage for such loss or damage.



**For Information**

To: Academic Board

From: Mae-Yu Tan, Assistant Secretary of the Governing Council

Date: September 21, 2010 for October 7, 2010

Agenda Item: 8 (a)

Subject: **Report on Approvals Under Summer Executive Authority**

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**Matters approved under the Governing Council's Summer Executive Authority**

There were three matters approved under the Governing Council's provisions for summer executive authority that would normally have come directly to the Board for approval. All of these items dealt with individual appointments.

**a) Appointment - Administrative Staff Member of the 2010-2011 Planning and Budget Committee** (approved July 28, 2010)

THAT Ms Lynn Snowden be appointed to the Planning and Budget Committee for a term from July 1, 2010 to June 30, 2011.

**b) Appointment - Associate Chair to the University Tribunal** (approved August 4, 2010)

THAT Ms. Janet Minor be re-appointed to the University Tribunal for a term from July 1, 2010 to June 30, 2013.

**c) Appointment - Administrative Staff Member of the 2010-2011 Committee on Academic Policy and Programs** (approved September 17, 2010)

THAT Professor Michelle Murphy be appointed to the Committee on Academic Policy and Programs for a term from September 13, 2010 to June 30, 2011.



Academic Board (web) - Items for Information

Governing Council, University of Toronto  
Calendar of Business

Academic Board

Item	Originating Portfolio	Arising From	Cycle	Annual Report	Accountability Report	Academic Policy and Programs Committee	Planning and Budget Committee	Academic Board	Audit Committee	Business Board	Elections Committee	University Affairs Board	Executive Committee	Governing Council	Agenda	Action	Completed?
<b>Cycle 1</b>																	
Calendar of Business: Academic Board	OGC	AB	Cycle 1	yes				7/10/10								For Information	<input type="checkbox"/>
Summer Executive Authority: Annual Report on AB Approvals	OGC	AB	Cycle 1	yes				7/10/10								For Information	<input type="checkbox"/>
Annual Report: Reviews of Academic Programs and Units, 2009-2010 - Part I	Provost	APP	Cycle 1	Yes	yes	21/09/10		25/11/10					06/12/10	16/12/10	17/11/10	For Information	<input type="checkbox"/>
Appointments: Status Changes	Provost	AB	Cycle 1	Yes				7/10/10								For Information	<input type="checkbox"/>
Policy on the Temporary Use of Space at the University of Toronto	Provost	P&B	Cycle 1				20/09/10	7/10/10					15/10/10	28/10/10		For GC Approval	<input type="checkbox"/>
Gifts and Pledges over \$250,000: Quarterly Report, May 1 to July 31, 2010	VP,CAO	BB	Cycle 1	Yes	yes			7/10/10		27/09/10						For Information	<input type="checkbox"/>
<b>Cycle 2</b>																	
Semi-Annual Report: Academic Appeals Committee, Individual Cases (Fall)	OGC	AB	Cycle 2	yes				25/11/10								For Information	<input type="checkbox"/>
Semi-Annual Report: University Tribunal, Individual Cases (Fall)	OGC	AB	Cycle 2	yes				25/11/10								For Information	<input type="checkbox"/>
Annual Report: Academic Discipline 2009-2010	Provost	AB	Cycle 2	yes				25/11/10								For Information	<input type="checkbox"/>
Appointments: Status Changes	Provost	AB	Cycle 2	Yes				25/11/10								For Information	<input type="checkbox"/>
<b>Cycle 3</b>																	
Appointments: Status Changes	Provost	AB	Cycle 3	Yes				27/01/11								For Information	<input type="checkbox"/>
Name Change: Faculty of Physical Education and Health	Provost	AB	Cycle 3					27/01/11					07/02/11			For EX Confirmation	<input type="checkbox"/>
Capital Project: Campus Master Plans - revision	VP,BA	P&B	Cycle 3				12/01/11	27/01/11					07/02/11	17/02/11		For GC Approval	<input type="checkbox"/>
Policy on Capital Projects - Revision	VP,BA	P&B	Cycle 3				12/01/11	27/01/11					07/02/11	17/02/11		For GC Approval	<input type="checkbox"/>
Gifts and Pledges over \$250,000: Quarterly Report, August 1 to October 31, 2010	VP,CAO	BB	Cycle 3	Yes	yes			27/01/11		31/01/11						For Information	<input type="checkbox"/>
<b>Cycle 4</b>																	
Appointments: Status Changes	Provost	AB	Cycle 4	Yes				17/03/11								For Information	<input type="checkbox"/>

Academic Board (web) - Items for Information

Governing Council, University of Toronto  
Calendar of Business

Academic Board

Item	Originating Portfolio	Arising From	Cycle	Annual Report	Accountability Report	Academic Policy and Programs Committee	Planning and Budget Committee	Academic Board	Audit Committee	Business Board	Elections Committee	University Affairs Board	Executive Committee	Governing Council	Agenda	Action	Completed?
Budget: Budget Report, 2011-12, and Long Range Budget Guidelines 2011-12 to 2015-16	Provost	P&B	Cycle 4	yes			02/03/11	17/03/11		07/03/11			28/03/11	07/04/11		For GC Approval	<input type="checkbox"/>
Gifts and Pledges over \$250,000: Quarterly Report, November 1, 2010 to January 31, 2011	VP,CAO	BB	Cycle 4	Yes	Yes			17/03/11		07/03/11						For Information	<input type="checkbox"/>
<b>Cycle 5</b>																	
Semi-Annual Report: Academic Appeals Committee, Individual Cases (Spring)	OGC	AB	Cycle 5	yes				26/04/11								For Information	<input type="checkbox"/>
Semi-Annual Report: University Tribunal, Individual Cases (Spring)	OGC	AB	Cycle 5	yes				26/04/11								For Information	<input type="checkbox"/>
Annual Report: Reviews of Academic Programs and Units, 2009-2010 - Part II	Provost	APP	Cycle 5	Yes	yes	05/04/11		01/06/11					13/06/11 23/06/11	23/06/11	20/05/11 28/06/11	For Information	<input type="checkbox"/>
Appointments: President's Teaching Award Selection Committee	Provost	AB	Cycle 5	yes				26/04/11								For Information	<input type="checkbox"/>
Appointments: Status Changes	Provost	AB	Cycle 5	Yes				26/04/11								For Information	<input type="checkbox"/>
Appointments: University Professors Selection Committee	Provost	AB	Cycle 5	yes				26/04/11								For Information	<input type="checkbox"/>
Annual Report: Employment Equity: 2010	VP,HRE	BB	Cycle 5	Yes	Yes			26/04/11		04/04/11 02/05/11						For Information	<input type="checkbox"/>
Annual Report: Vice-President, Research, 2009-10	VP,Research	APP	Cycle 5	yes	yes	05/04/11		26/04/11		04/04/11 02/05/11						For Information	<input type="checkbox"/>
<b>Cycle 6</b>																	
Annual Report: COU Colleague	OGC	AB	Cycle 6	yes	yes			01/06/11								For Information	<input type="checkbox"/>
Annual Report: Degrees Awarded 2010	OGC	AB	Cycle 6	Yes				01/06/11								For Information	<input type="checkbox"/>
Annual Report: Nominating Committee for the University Tribunal and the Academic Appeals Committee - 2010-2011	OGC	AB	Cycle 6	Yes				01/06/11								For AB Approval	<input type="checkbox"/>
Annual Report: Striking Committee - Academic Board	OGC	AB	Cycle 6	yes				01/06/11								For AB Approval	<input type="checkbox"/>
Appointments: Committee for Honorary Degrees	OGC on recommendation of President	AB	Cycle 6	yes				01/06/11					13/06/11 23/06/11	23/06/11		For GC Approval	<input type="checkbox"/>

*Governing Council, University of Toronto*  
**Calendar of Business**

**Academic Board**

Item	Originating Portfolio	Arising From	Cycle	Annual Report	Accountability Report	Academic Policy and Programs Committee	Planning and Budget Committee	Academic Board	Audit Committee	Business Board	Elections Committee	University Affairs Board	Executive Committee	Governing Council	Agenda	Action	Completed?
Appointments: President's Teaching Award Recipients	Provost	AB	Cycle 6	Yes				01/06/11								For AB Approval	<input type="checkbox"/>
Appointments: Status Changes	Provost	AB	Cycle 6	Yes				01/06/11								For Information	<input type="checkbox"/>
Appointments: University Professors	Provost	AB	Cycle 6	Yes				01/06/11								For AB Approval	<input type="checkbox"/>
Gifts and Pledges over \$250,000: Quarterly Report, February 1 to April 30, 2011	VP,CAO	BB	Cycle 6	Yes	yes			01/06/11		16/06/11						For Information	<input type="checkbox"/>

University of Toronto  
ACADEMIC BOARD  
October 7, 2010

Corrected April 24, 2012

FOR INFORMATION

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**Appointment**

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**FACULTY OF APPLIED SCIENCE & ENGINEERING**

**Department of Civil Engineering**

Professor John Harrison

Full Professor with tenure, effective September 1, 2010

**FACULTY OF ARTS & SCIENCE**

**Department of Astronomy & Astrophysics**

Professor James Graham

Full Professor with tenure, effective September 1, 2010

**JOSEPH L. ROTMAN SCHOOL OF MANAGEMENT**

Professor Peter Christoffersen

Full Professor with tenure, effective July 1, 2010

**FACULTY OF MEDICINE**

**Department of Biochemistry**

Professor Oliver Ernst

Full Professor with tenure, effective January 1, 2011

**JOSEPH L. ROTMAN SCHOOL OF MANAGEMENT**

Professor Susan Christoffersen

Associate Professor with tenure, effective July 1, 2010

**FACULTY OF ARTS & SCIENCE**

**Department of Economics**

Professor Burhanettin Kuruscu

Associate Professor, effective July 1, 2010

**FACULTY OF MUSIC**

Professor Hilary Apfelstadt

Associate Professor, effective September 1, 2010

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**Promotion**

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**FACULTY OF APPLIED SCIENCE & ENGINEERING**

**Department of Civil Engineering**

Professor Christopher Kennedy

Full Professor, effective July 1, 2010

**Department of Electrical & Computer Engineering**

Professor Ravi Adve Full Professor, effective July 1, 2010  
Professor Ali Sheikholeslami Full Professor, effective July 1, 2010

**Institute for Aerospace Studies**

Professor Chris Damaren Full Professor, effective July 1, 2010

**FACULTY OF DENTISTRY**

Professor Laura Tam Full Professor, effective July 1, 2010

**FACTOR-INWENTASH FACULTY OF SOCIAL WORK**

Professor Esme Fuller-Thomson Full Professor, effective July 1, 2010

**FACULTY OF FORESTRY**

Professor Sean Thomas Full Professor, effective July 1, 2010

**FACULTY OF LAW**

Professor Sujit Choudhry Full Professor, effective July 1, 2010  
Professor Catherine Valcke Full Professor, effective July 1, 2010

**FACULTY OF PHYSICAL EDUCATION & HEALTH**

Professor Scott Thomas Full Professor, effective July 1, 2010

**FACULTY OF APPLIED SCIENCE & ENGINEERING**

**Division of Engineering Science**

Ms. Lisa Romkey Senior Lecturer, effective July 1, 2010

**FACULTY OF ARTS & SCIENCE**

**Department of Near & Middle Eastern Civilizations**

Mr. Abdel-Khalig Ali Senior Lecturer, effective July 1, 2010

**LAWRENCE S. BLOOMBERG FACULTY OF NURSING**

Dr. Doris Howell Associate Professor (status only), effective July 1, 2010

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**Tenure**

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**FACULTY OF APPLIED SCIENCE & ENGINEERING**

**Institute of Biomaterials & Biomedical Engineering**

Professor Julie Audet Associate Professor, effective July 1, 2010  
Professor Milica Radisic Associate Professor, effective July 1, 2010

**Department of Chemical Engineering & Applied Chemistry**

Professor Edgar Acosta Associate Professor, effective July 1, 2010

**Department of Mechanical & Industrial Engineering**

Professor Michael Gruninger Associate Professor, effective July 1, 2010

Professor Olivera Kesler Associate Professor, effective July 1, 2010

Professor Craig Simmons Associate Professor, effective July 1, 2010

**FACULTY OF ARTS & SCIENCE**

**Department of Anthropology**

Professor Valentina Napolitano Quayson Associate Professor, effective July 1, 2010

**Department of Cell & Systems Biology**

Professor Ashley Bruce Associate Professor, effective July 1, 2010

Professor Nicholas Provart Associate Professor, effective July 1, 2010

Professor Keiko Yoshioka Associate Professor, effective July 1, 2010

**Centre for Industrial Relations & Human Resources**

Professor Rafael Gomez Associate Professor, effective July 1, 2010

**Centre for the Study of Religion**

Professor Frances Garrett Associate Professor, effective July 1, 2010

**Department of Chemistry**

Professor Vy Dong Associate Professor, effective July 1, 2010

Professor Aaron Wheeler Associate Professor, effective July 1, 2010

**Department of Ecology & Evolutionary Biology**

Professor John Stinchcombe Associate Professor, effective July 1, 2010

**Department of English**

Professor Simon Dickie Associate Professor, effective July 1, 2010

Professor Dana Seitler Associate Professor, effective July 1, 2010

Professor Sarah Wilson Associate Professor, effective July 1, 2010

**Department of Geology**

Professor Joerg Bollmann Associate Professor, effective July 1, 2010

**Department of Germanic Languages & Literatures**

Professor Anna Shternshis Associate Professor, effective July 1, 2010

Professor Markus Stock Associate Professor, effective July 1, 2010

**Department of Near & Middle Eastern Civilizations**

Professor Robert Holmstedt Associate Professor, effective July 1, 2010

*Appointments and Status Changes Report for October 7, 2010*

**Department of Physics**

Professor Arun Paramekanti Associate Professor, effective July 1, 2010  
Professor Sabine Stanley Associate Professor, effective July 1, 2010

**Department of Psychology**

Professor Jason Plaks Associate Professor, effective July 1, 2010

**Department of Statistics**

Professor Sebastian Jaimungal Associate Professor, effective July 1, 2010

**Women & Gender Studies Institute**

Professor Ashwini Tambe Associate Professor, effective July 1, 2010

**FACTOR-INWENTASH FACULTY OF SOCIAL WORK**

Professor Tahany Gadalla Associate Professor, effective July 1, 2010

**JOHN H. DANIELS FACULTY OF ARCHITECTURE, LANDSCAPE & DESIGN**

Professor Jane Wolff Associate Professor, effective July 1, 2010

**JOSEPH L. ROTMAN SCHOOL OF MANAGEMENT**

Professor Bernardo Blum Associate Professor, effective July 1, 2010  
Professor Geoffrey Leonardelli Associate Professor, effective July 1, 2010

**FACULTY OF LAW**

Professor Anver Emon Associate Professor, effective July 1, 2010

**LAWRENCE S. BLOOMBERG FACULTY OF NURSING**

Professor Arlene Bierman Associate Professor, effective July 1, 2010

**LESLIE DAN FACULTY OF PHARMACY**

Professor Jillian Kohler Associate Professor, effective July 1, 2010

**FACULTY OF MUSIC**

Professor Midori Koga Associate Professor, effective July 1, 2010

**FACULTY OF MEDICINE**

**Department of Biochemistry**

Professor Angus McQuibban Associate Professor, effective July 1, 2010

**Department of Health, Policy Management & Evaluation**

Professor Fiona Miller Associate Professor, effective July 1, 2010

**Department of Immunology**

Professor Jennifer Gommerman Associate Professor, effective July 1, 2010

Professor Dana Philpott Associate Professor, effective July 1, 2010

**ONTARIO INSTITUTE FOR STUDIES IN EDUCATION**

**Department of Curriculum, Teaching & Learning**

Professor Sarfaroz Niyozov Associate Professor, effective July 1, 2010

Professor Eunice Jang Associate Professor, effective July 1, 2010

**Department of Human Development & Applied Psychology**

Professor Xi (Becky) Chen-Bumgardner Associate Professor, effective July 1, 2010

**Department of Theory & Policy Studies**

Professor Joseph Flessa Associate Professor, effective July 1, 2010

**FACULTY OF PHYSICAL EDUCATION & HEALTH**

Professor Caroline Fusco Associate Professor, effective July 1, 2010

**UNIVERSITY OF TORONTO MISSISSAUGA**

**Department of Biology**

Professor Joel Levine Associate Professor, effective July 1, 2010

Professor Sasa Stefanovic Associate Professor, effective July 1, 2010

**Institute of Communication & Culture**

Professor John Ricco Associate Professor, effective July 1, 2010

Professor Alison Syme Associate Professor, effective July 1, 2010

**Department of Economics**

Professor Gueorgui Kambourov Associate Professor, effective July 1, 2010

**Department of English & Drama**

Professor Holger Syme Associate Professor, effective July 1, 2010

**Department of Historical Studies**

Professor Andreas Bendlin Associate Professor, effective July 1, 2010

Professor Jens Hanssen Associate Professor, effective July 1, 2010

Professor Malavika Kasturi Associate Professor, effective July 1, 2010

Professor Tong Lam Associate Professor, effective July 1, 2010

**Department of Psychology**

Professor Craig Chambers Associate Professor, effective July 1, 2010



**Department of Sociology**

Professor Josee Johnston Associate Professor, effective July 1, 2010  
Professor Paula Maurutto Associate Professor, effective July 1, 2010

**UNIVERSITY OF TORONTO SCARBOROUGH**

**Department of Biological Sciences**

Professor Nathan Lovejoy Associate Professor, effective July 1, 2010

**Department of Management**

Professor Julie McCarthy Associate Professor, effective July 1, 2010

**Department of Physical & Environmental Sciences**

Professor George Arhonditsis Associate Professor, effective July 1, 2010  
Professor Julian Lowman Associate Professor, effective July 1, 2010

**Department of Psychology**

Professor Michael Inzlicht Associate Professor, effective July 1, 2010

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**Emeritus/Emerita**

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**FACULTY OF ARCHITECTURE, LANDSCAPE & DESIGN**

Professor George Baird Dean Emeritus, effective July 1, 2010  
Professor Larry Wayne Richards Professor Emeritus, effective July 1, 2010

**FACULTY OF ARTS & SCIENCE**

**Department of Astronomy & Astrophysics**

Professor Slavek Rucinski Professor Emeritus, effective July 1, 2009

**Department of Anthropology**

Professor Gavin A. Smith Professor Emeritus, effective July 1, 2010

**Department of Computer Science**

Professor Derek Corneil Professor Emeritus, effective July 1, 2010

**Department of Ecology & Evolutionary Biology**

Professor Ann Zimmerman Professor Emerita, effective July 1, 2010

**Department of Economics**

Professor Francois R. Casas Professor Emeritus, effective July 1, 2010  
Professor Michael G.S. Denny Professor Emeritus, effective July 1, 2010  
Professor Gregory Jump Professor Emeritus, effective July 1, 2010  
Professor G. Frank Mathewson Professor Emeritus, effective July 1, 2010  
Professor Donald Moggridge Professor Emeritus, effective July 1, 2010

**Department of English**

Professor John Baird	Professor Emeritus, effective July 1, 2010
Professor Linda Hutcheon	University Professor Emeritus, effective July 1, 2010
Professor Magdalene Redekop	Professor Emerita, effective July 1, 2010

**Department of Near & Middle Eastern Civilizations**

Professor John Blackburn	Associate Professor Emeritus, effective July 1, 2010
Professor Libby Garshowitz	Associate Professor Emeritus, effective July 1, 2010
Professor Rivanne Sandler	Associate Professor Emeritus, effective July 1, 2010

**Department of Political Science**

Professor Donald Forbes	Professor Emeritus, effective July 1, 2010
Professor Richard Simeon	Professor Emeritus, effective July 1, 2010
Professor Peter Solomon	Professor Emeritus, effective July 1, 2010

**FACULTY OF DENTISTRY**

Professor Richard Ellen	Professor Emeritus, effective July 1, 2010
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**JOSEPH L. ROTMAN SCHOOL OF MANAGEMENT**

Ms. Connie Reed	Senior Lecturer Emeritus, effective July 1, 2010
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**ONTARIO INSTITUTE FOR STUDIES IN EDUCATION**

**Department of Curriculum, Teaching & Learning**

Professor Marilyn Laiken	Professor Emerita, effective July 1, 2010
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**Department of Sociology & Equity Studies in Education**

Professor David W. Livingstone	Professor Emeritus, effective July 1, 2010
Professor Roger I. Simon	Professor Emeritus, effective July 1, 2010

**UNIVERSITY OF TORONTO MISSISSAUGA**

**Department of Biology**

Ms. Anne Cordon	Senior Lecturer Emeritus, effective July 1, 2010
Professor Gary Sprules	Professor Emeritus, effective July 1, 2010

**UNIVERSITY OF TORONTO LIBRARIES**

Sandra Alston	Librarian Emerita, effective July 1, 2010
Helen Michael	Librarian Emerita, effective July 1, 2010
Eva Spevak	Librarian Emerita, effective July 1, 2010

**UNIVERSITY OF TORONTO**

**THE GOVERNING COUNCIL**

**REPORT NUMBER 138 OF THE PLANNING AND BUDGET COMMITTEE**

**September 20, 2010**

To the Academic Board,  
University of Toronto

Your Committee reports that it held a meeting on Monday, September 20, 2010 at 4:10 p.m. in the Council Chamber, Simcoe Hall, at which the following were present:

Dr. Avrum Gotlieb (In the Chair)  
Professor Cheryl Misak, Vice-President  
and Provost  
Ms Catherine J. Riggall, Vice-President,  
Business Affairs  
Professor Scott Mabury, Vice-Provost,  
Academic Operations  
Professor Parth Markand Bhatt  
Professor Elizabeth Cowper  
Mr. Shaun Datt  
Professor Meric S. Gertler  
Professor Christina E. Kramer  
Dr. Jim Yuan Lai  
Professor Henry Mann  
Professor Douglas McDougall  
Ms Natalie Melton  
Dr. Susan Rappolt  
Ms Lynn Snowden  
Mr. W. John Switzer

**Non-voting Assessors:**

Mr. Nadeem Shabbar, Chief Real Estate  
Officer  
Ms Elizabeth Sisam, Assistant Vice-  
President, Campus and Facilities  
Planning

**Secretariat:**

Mr. Anwar Kazimi, Secretary  
Ms Mae-Yu Tan, Assistant Secretary of the  
Governing Council

**Regrets:**

Professor Miriam Diamond  
Professor Philip H. Byer  
Mr. Ken Davy  
Dr. Chris Koenig-Woodyard  
Ms Carole Moore

**In Attendance:**

Mr. Steve Bailey, Director, Office of Space Management  
Mr. Jim Delaney, Director, Office of the Vice-Provost, Students  
Ms Sheree Drummond, Assistant Provost  
Ms Nora Gillespie, Legal Counsel, Office of the Vice-President and Provost

ITEM 6 IS RE RECOMMENDED TO THE ACADEMIC BOARD FOR APPROVAL. ALL OTHER ITEMS ARE REPORTED FOR INFORMATION.

### **1. Chair's Welcoming Remarks**

The Chair welcomed members to the meeting. He relayed the regrets of Vice-Chair, Professor Miriam Diamond at being unable to attend the first meeting of the Committee. He introduced himself and the Senior Assessor, Professor Cheryl Misak, Vice-President and Provost. He then called on members to introduce themselves.

#### Role and Conduct of Members

The Chair reminded members that they were expected to act in the best interests of the University and not as an agent of a particular constituency. Members had an obligation to ensure that the University was strengthened by the decisions that they made. His expectations were that the meetings of the Committee would be conducted in an atmosphere of respect, collegiality, and civility. He hoped that the meetings would provide an opportunity for members to express their views on matters under consideration, and he encouraged members to participate freely in the discussions of the Committee. If members required information of an unusual nature or planned to raise particularly complex questions, they were asked to inform the Secretary or the Chair well before the meeting so that the requested information could be obtained in time for the meeting.

#### Governance Portal

The Chair stated that in November 2009, the Secretary of the Governing Council had consulted with the Executive Committee on a proposal to establish a "governance portal" to support the work of the Governing Council and its Boards and Committees. The intent in introducing the portal was threefold:

1. to improve members' on-line access to both public and confidential governance documentation in support of their responsibilities;
2. to create efficiencies in the Secretariat, using administrative staff time more effectively; and
3. to reduce paper consumption and mailing/courier expenses related to agenda package distribution, while enhancing the timeliness of distribution.

With the positive feedback of Executive Committee members, the Office of the Governing Council proceeded to investigate available options, including both in-house and external vendors. Diligent Board Member Services Inc. had been engaged to implement Diligent Boardbooks (DBB) as the governance portal. Through the use of DBB, members would be able to read meeting documentation online, print selectively from an agenda package, or print the materials in their entirety. A message had been sent to members in the week prior to the meeting by the Secretary of the Governing Council on the implementation of the Governance Portal. Beginning the week of September 20, 2010, members would be contacted by a Diligent representative to arrange for a time for a one-on-one online introduction and training session. The session, which used a "screen sharing" approach, was expected to last less than thirty minutes. Subsequent "24/7/365" technical support would be made available to all members. It was expected that that the training sessions for all members would be completed by October 22, 2010, and that the implementation of the portal would occur over meeting Cycles 2 and 3. The Chair said that the feedback from members on the implementation and ease of use of the portal would be important in making further enhancements to it.

## 2. Orientation

The Chair provided an overview of the Committee and its function with the use of PowerPoint slides which are [appended](#) to this report. During the presentation, the following points were highlighted:

### *Structure of the Governing Council and its Boards and Committees*

- The Planning & Budget Committee was a standing committee of the Academic Board. It was the entry level of governance for a number of major items.
- The Committee was responsible for carefully reviewing the matters brought before it, before making recommendations for approval to the Academic Board.

### *Budget*

- With respect to budget matters, the Committee had broad responsibility for the overall allocation of university funds.

### *Capital Projects*

- Projects in excess of \$2 million - The *Policy on Capital Planning and Capital Projects* required that all capital projects with a projected cost of more than \$2 million be approved by the Governing Council on the recommendation of the Planning and Budget Committee and the Academic Board. The Committee was also responsible for recommending approval of the allocation of any University funds or borrowing capacity used for capital projects costing \$2 million or more.
- Projects less than \$2 million - The Accommodation and Facilities Directorate (AFD) had authority to approve capital projects with an expected cost of less than \$ 2 million. The Planning and Budget Committee received an annual report of those projects from the AFD. The annual AFD report for the 2009-2010 Academic Year was scheduled to be presented to the Committee at its meeting on January 12, 2011.

### *New Academic Programs*

- While the Committee on Academic Policy and Programs made recommendations concerning the academic content and requirements of new academic programs, the Planning and Budget Committee considered the planning and resource implications of such proposals.
- The Academic Board then considered the proposed program on the recommendation of both standing committees and in turn recommended the proposal for approval to the Governing Council.
- The process for the approval of new academic programs was under review and would be brought forward to governance at a later date.

The Chair noted that additional information about the Committee's areas of responsibility was available in its Terms of Reference, which had been included in the agenda packages distributed to the members. He encouraged members to become familiar with the Terms so that the Committee's deliberations could be focused appropriately.

### **3. Report of the Previous Meeting (May 5, 2010)**

Report Number 137 (May 5, 2010) was approved.

### **4. Business Arising from the Report of the Previous Meeting**

There was no business arising from the report of the previous meeting.

### **5. Senior Assessor's Report**

Professor Misak began by drawing the members' attention to media reports about the public-sector wage and salary restraints. The provincial government had asked public-sector employers and employees to work collectively towards wage and salary restraint. However, no legislation had been put in place to mandate that restraint for employees with collective agreements. The University had been working through the complexities related to wage restraint as they had appeared over the previous year. The University was committed to making an attempt towards this goal in a vigorous and robust manner. Nevertheless, there were issues that were beyond the University's control. As an example, the University was awaiting a two-year arbitrated award concerning salary and benefits for faculty represented by the University of Toronto Faculty Association (UTFA). In response to a question from a member about the relationship between the position of the provincial government and that of the arbitrators, Professor Misak's said that as there was no legislation in place dealing with this matter, the arbitrators may not feel themselves bound by any guidelines. Responding to another question, Professor Misak added that no details were available on whether an increase in wages would impact the funding formula. The provincial government had asserted that it would not pay for any increases to public-sector wages and salaries. This would place the University in an awkward position. The uncertainty over this issue continued.

Professor Misak said that the financial pressures faced by the University provided an impetus for the forthcoming fundraising campaign. The University was in the need of the goodwill of its friends and benefactors. A significant and major campaign drive was in preparation. A meeting of the Principals and Deans had been scheduled for the following week to study and enhance the existing draft of the campaign framework. The campaign framework would then be unveiled to the University. The President was closely involved with campaign plans and Professor Misak expressed her optimism for its success.

Next, Professor Misak gave the Committee advance notice of two projects that may be brought forward for Committee attention in the forthcoming governance cycles, pending appropriate consultations with relevant groups. Professor Misak informed the Committee that a proposal to relocate the John H. Daniels Faculty of Architecture, Landscape, and Design from 230 College Street to 1 Spadina Crescent was currently under consideration. If this were to go ahead, this would allow for a new site for the Student Commons. The site at 230 College Street was an ideal setting for the Student Commons. The administration was consulting with students about this matter and would continue to do so. Professor Misak said that the Committee would be informed as these plans unfolded over the course of the following months.

## **6. Policy on the Temporary Use of Space at the University of Toronto: Revision**

Professor Misak noted the *Policy for the Allocation of Rooms – Extracurricular Bookings* dated from 1988 and as such was in need of revision. Several members of the administration had been working diligently in putting together an updated *Policy* that was consistent with the actual practices that had evolved. The aim of the revised *Policy* was to have a tri-campus document that provided clarity; the existing *Policy* applied only to a limited amount of space on the St. George Campus. The revised *Policy* addressed the core values of the University – freedom of expression and the desire to contribute to the community, balanced by the need to fully recover costs when renting space to external groups. The students, through their fees, should not subsidize external bodies who wished to rent space on campus.

In the discussion that followed, Mr. Delaney said that while the existing *Policy* was a collection of procedures, the revised *Policy* articulated principles for the rental of space to help administration across the tri-campus structure. A member noted that problems arose when external groups wanted to rent space on campus for unauthorized preparatory classes. She asked whether the revised *Policy* allowed the application of discretion to restrict such use. In response, Mr. Bailey said that the revised *Policy* provided support to the administration to exercise discretion for the use of space.

On motion duly moved, seconded, and carried

### **YOUR COMMITTEE RECOMMENDS**

That the *Policy on the Temporary Use of Space at the University of Toronto at the University of Toronto*, be approved, replacing the *Policy for the Allocation of Rooms – Extracurricular Bookings* approved June 1, 1988, effective immediately.

Documentation is attached hereto as [Appendix A](#)

## **7. Calendar of Business 2010-2011**

The Chair noted that the proposed Calendar of Business for 2010-2011, included in the agenda package. It was an item for information. He advised members that it was a living document, updated following each agenda planning meeting and again after each Committee meeting. Members were encouraged to review the Calendar carefully.

## **8. Report on Decisions under Summer Executive Authority**

The Chair reported that no decisions that fell within the Committee's Terms of Reference had been made under the Summer Executive Authority in 2010.

## **9. Date of the Next Meeting – Wednesday, November 10, 2010**

The Chair reminded members that the next meeting of the Committee was scheduled for Wednesday, November 10, 2010 at 4:10 p.m. in the Council Chamber.

**10. Other Business**

There were no items of other business.

The meeting adjourned at 4:45 p.m.

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Secretary

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Chair