

**UNIVERSITY OF TORONTO**  
**THE GOVERNING COUNCIL**  
**REPORT 104 OF THE AGENDA COMMITTEE**

**March 24, 2003**

To the Academic Board,  
University of Toronto.

Your Committee reports that it held a meeting on Monday, March 24, 2003, at 12 noon in Room 102, Simcoe Hall.

Present: Professor W. R. Cummins, Chair  
Professor S. Neuman, Vice-President and Provost  
Professor E. Hillan  
Professor P. Perron  
Professor J. J. B. Smith  
Professor C. Tuohy

Ms S. Girard, Secretary

Regrets: Professor B. Corman  
Professor A. Gotlieb  
Mr. J. Hunter

In Attendance: Professor S. Horton, Vice-Chair, Planning and Budget Committee

**1. Report of the Previous Meeting**

The report of the previous meeting, Report Number 103 dated February 14, 2003, was approved.

**2. Business Arising**

(a) Academic Administrative Appointment

The Chair reported that he had discussed the procedure to be employed between meetings for the appointment of academic administrators with the Provost and they had agreed to use it only in compelling circumstances. The Chair also noted that the Provost had written to the faculty at OISE/UT, prior to the meeting of the Academic Board, to inform them about the search committee's preferred candidate for dean. The memorandum noted that the appointment was subject to the acceptance of the candidate and the approval of the Academic Board. Professor Neuman said that the memorandum had been sent at the request of the candidate who wished to meet and interact with her future colleagues in order to know if she had their support. Professor Neuman indicated that this type of communication would become the norm in the future, given the difficulty of hiring at the senior administrative level and the increased requirements of the best candidates for closed searches until they had been selected, after which they wanted access to colleagues as part of their decision-making process. She did not want to have this process to be seen to be contrary to the policy. Practice, not the policy, dictated that the recommendations to the Board be confidential; she, however, agreed that the discussion of appointments should continue to be held *in camera*.

**2. Business Arising (cont'd)****(b) Property Acquisition**

The Chair reported that following the last meeting, he had written to the Chair of Governing Council indicating that in instances of time-sensitive property purchases, that the Planning and Budget Committee be delegated authority on behalf of the Academic Board to review the planning and resource implications of such purchases. The Committee agreed that a revision to the terms of reference be prepared for consideration by the Academic Board at the May meeting.

**3. Academic Board Agenda – April 10, 2003**

The members discussed the agenda for the April 10, 2003 meeting.

The Chair noted that at the March 20 meeting of the Board, he had undertaken to have the Agenda Committee consider two matters.

**(a) Report on Student Financial Aid, 2001-02**

With respect to this item, the Chair recalled that a member had requested that the Academic Board discuss this report at its next meeting. It was noted that the *Policy on Student Financial Support* called for the Vice-Provost, Students to submit an annual report to the Committee on Academic Policy and Programs. This had been done for the past four years. Members of the Academic Board could attend the Committee's meeting and could speak to the report at the invitation of the Chair or the Committee. After discussion, the Agenda Committee agreed that it would continue the procedures as laid out in the *Policy*, namely that the Report be discussed by the Committee on Academic Policy and Programs. The members agreed not to place the Report on the agenda of the Academic Board as an item of business. It was suggested that the member be invited to contact Professor Farrar, Vice-Provost, Students to discuss any questions or concerns that he might have.

**(b) Student Consultation in Process for Acting Appointments**

The Chair recalled that a member had requested that the Agenda Committee review the informal consultation process used by the Provost prior to making a recommendation for an acting appointment. A member of the Agenda Committee, who was unable to be present today, had requested that this matter be postponed until the next meeting when he could be in attendance. The members agreed.

**(c) The April 10 Agenda**

The members discussed the items on the Board's agenda. It was noted that Professor Tuohy had undertaken to speak to the Principal of Woodsworth College about experience with a certificate of attestation introduced after the discontinuation of the three-year (15- credit) degree on the St. George campus. This matter had been raised at the meeting of the Committee on Academic Policy and Programs. Such a certificate had been introduced for part-time students who would like to have a document to attest to a milestone toward the completion of the 20-credit degree program.

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**3. Academic Board Agenda – April 10, 2003 (cont'd)**

(c) The April 10 Agenda (cont'd)

Professor Neuman said that she would be pleased to give a presentation on the budget. With respect to the clinical faculty matter, she noted that it was not ready to come to the Board at this meeting; she expected to be able to bring the item to the May 8 meeting.

**4. Date of the Next Meeting**

The Chair noted that the next meeting was scheduled for Friday, April 25, 2003 at 12:00 noon.

The meeting was adjourned at 1:05 p.m.

Secretary  
March 25, 2003  
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Chair