

# **Academic Board Orientation**

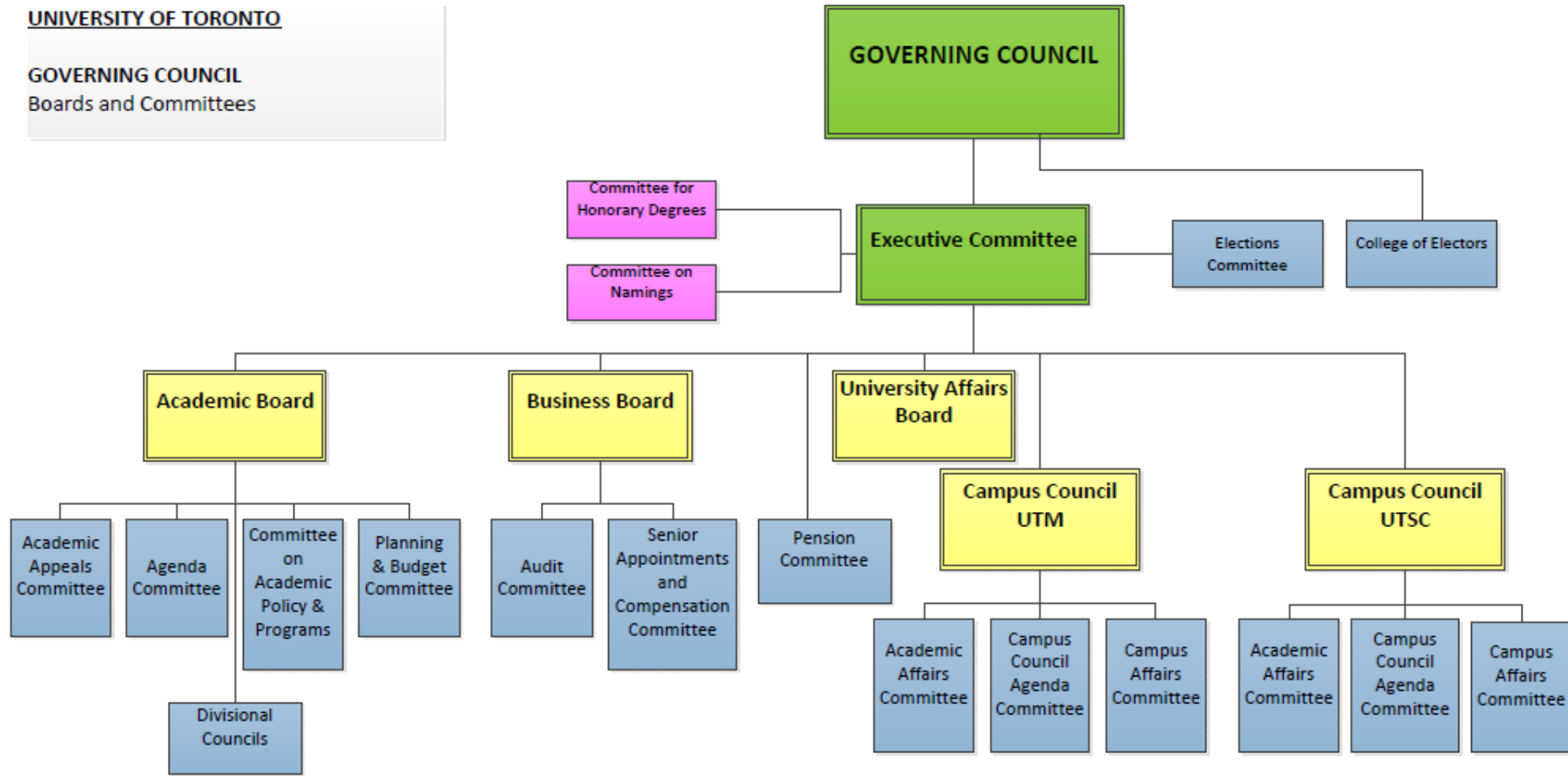
**October 2, 2014**

- 1. Membership of the Board**
- 2. Expectations and Attributes of Board members**
- 3. Responsibility - Mandate and Terms of Reference.**
- 4. Process and the role of the Office of the Vice President and Provost**
- 5. Reference Guide to the Use of Cover Sheets**



**UNIVERSITY OF TORONTO**

**GOVERNING COUNCIL**  
Boards and Committees



## Academic Board Membership

- **4 Administrative Staff (appointed members and elected governors)**
- **3 Alumni (appointed members and elected governors)**
- **3 Government Appointees (appointed governors)**
- **2 Librarians (elected members)**
- **16 Students (appointed members and elected governors)**
- **83 Teaching Staff (*ex officio* and elected members, and elected governors)**
- **12 Other *ex officio* members**

**Total – 123**

# Expectations and Attributes of Board Members

**Fiduciary responsibility**

**Governance vs management**

**KNOWLEDGE OF THE UNIVERSITY**

**Honesty**

**Integrity**

**ADD VALUE**

**Ethical conduct**

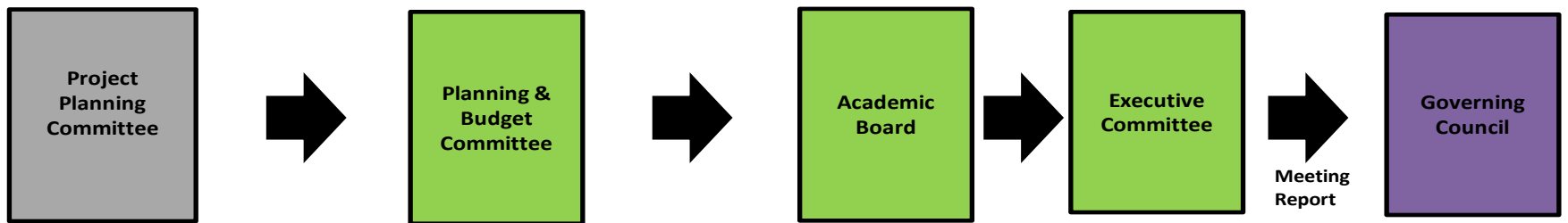
**CONFIDENTIALITY**

**Communicate respectfully**

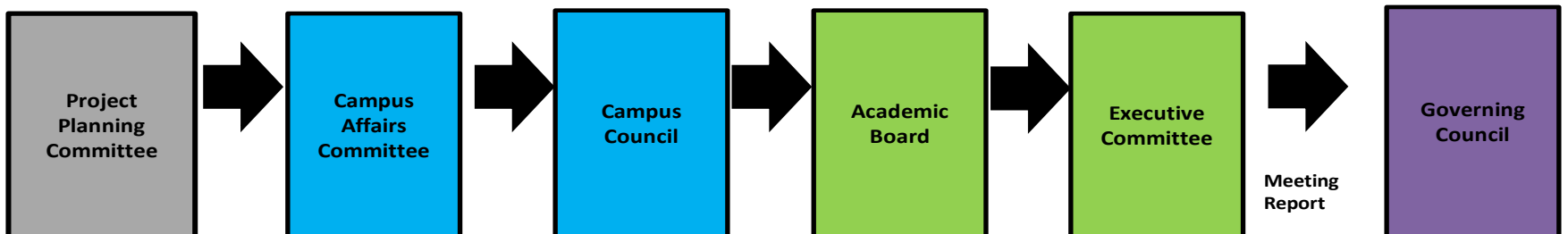
# **Academic Board's Mandate**

- **Teaching**
- **Learning**
- **Research**

### Process for St. George Capital Projects (Level 2)



### Process for UTM and UTSC Capital Projects (Level 2)



# Cover Sheets

- 1 General
- 2 Header Information
- 3 Sponsor & Presenter
- 4 Jurisdictional Information
- 5 Previous Action Taken
- 6 Highlights
- 7 Recommendation



UNIVERSITY OF  
TORONTO

OFFICE OF THE GOVERNING COUNCIL

**FOR RECOMMENDATION                      CONFIDENTIAL                      CLOSED SESSION**

**TO:** Name of Governance Body  
**SPONSOR:** Name, Position, Division/Department/Unit  
**CONTACT INFO:** Phone Number, Email Address  
**PRESENTER:** Name, Position, Division/Department/Unit  
**CONTACT INFO:** Phone Number, Email Address  
**DATE:** Date Prepared for Date of Meeting  
**AGENDA ITEM:** Item Number

**ITEM IDENTIFICATION:**

The full name of item as listed on the agenda appears here.

**JURISDICTIONAL INFORMATION:**

Jurisdictional information related to the item and the Governance Body's role is specified here.

**GOVERNANCE PATH:**

1. Entry Point Governance Body (Date of Meeting)
2. This Governance Body (Date of Meeting)
3. Next Governance Body (Date of Meeting)  
+ Governance Body (Date of Meeting)  
+ Governance Body [For Information] (Date of Meeting)
4. Final Governance Body (Date of Meeting)

**PREVIOUS ACTION TAKEN:**

Previous action taken is delineated here.

**HIGHLIGHTS:**

In respect of the Body's terms of reference, the highlights of the proposal are summarized here.

**FINANCIAL IMPLICATIONS:**

The financial implications of the proposal are outlined in this section.

**RECOMMENDATION:**

Be It Recommended to the Next Governance Body:

THAT the action be taken, to be effective on the date specified.

---

**DOCUMENTATION PROVIDED:**

First Document Name  
Second Document Name

**Thank you.**

## **Further Questions?**

Contact:

- Professor Andrea Sass-Kortsak, Chair, [a.sass@utoronto.ca](mailto:a.sass@utoronto.ca)
- Professor John Bland, Vice-Chair, [bland@math.toronto.edu](mailto:bland@math.toronto.edu)
- Ms Anwar Kazimi, Secretary, [anwar.kazimi@utoronto.ca](mailto:anwar.kazimi@utoronto.ca);  
416-978-8427



# Academic Board

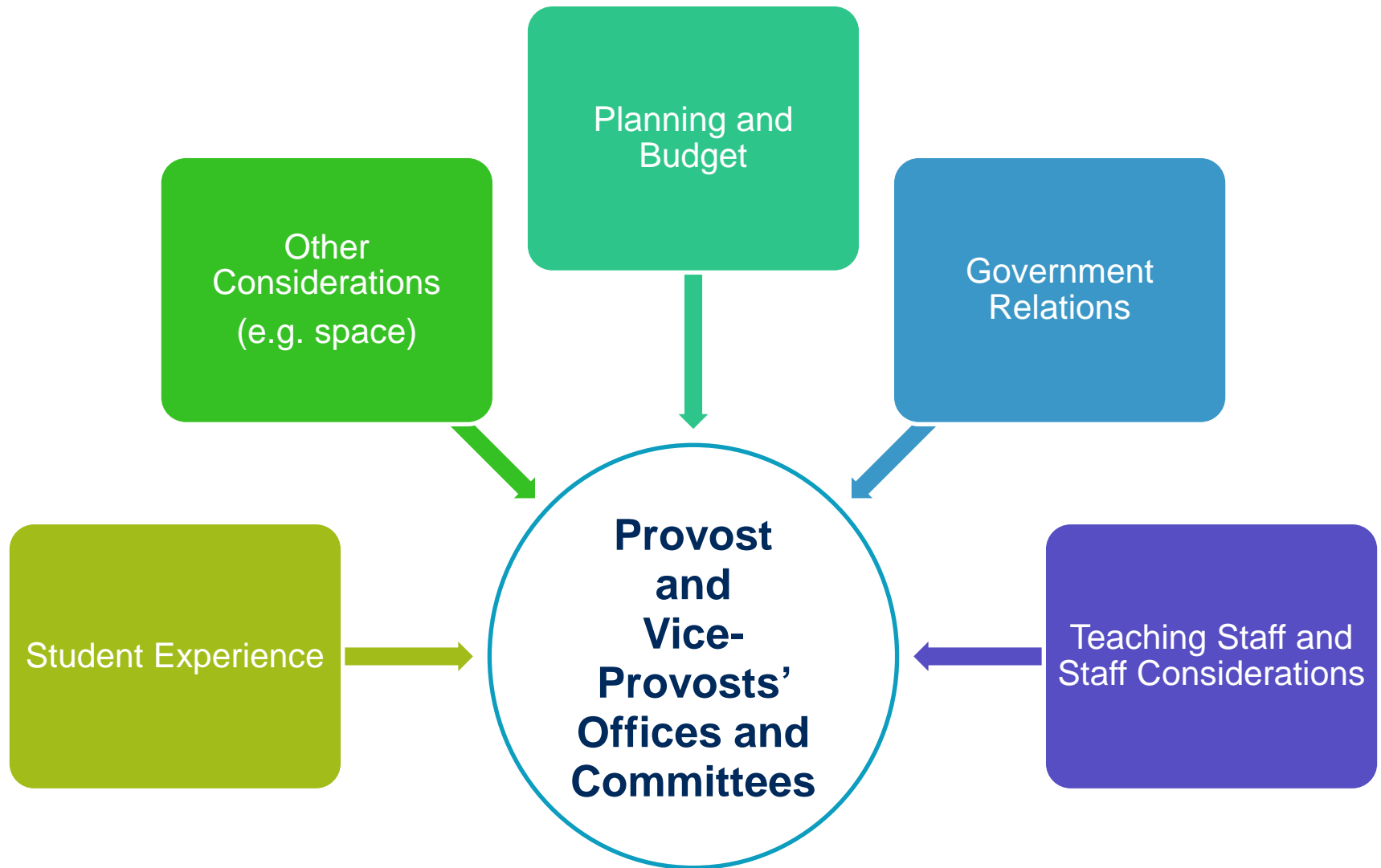
Cheryl Regehr

*October 2, 2014*

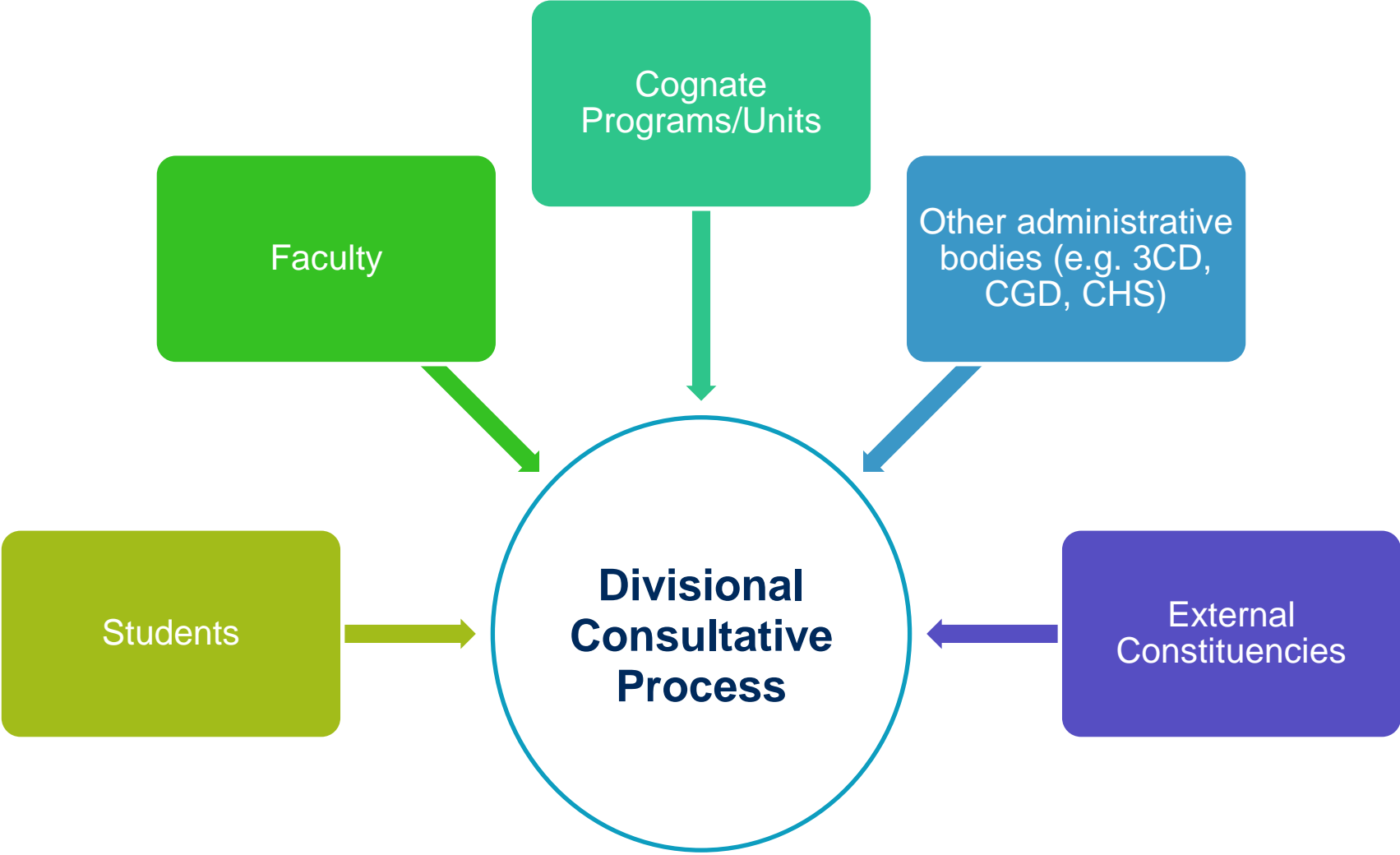


UNIVERSITY OF  
TORONTO

# Administrative Review of New Initiatives



# Broad Consultative Process



Example:

# Cycle of Academic Review and Planning

