



TO: Members of the Academic Board

SPONSOR: Louis Charpentier, Secretary of the Governing Council

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DATE: November 2, 2011 for November 17, 2011

AGENDA ITEM: 7

TITLE OF ITEM OF BUSINESS: Constitutional Amendments: University of Toronto Mississauga

ACTION:
For Approval

JURISDICTIONAL INFORMATION:

The Governing Council has the authority to establish faculty and college councils and to determine the composition, powers, and duties of those councils under the provisions of the *University of Toronto Act, 1971*, Section 2 (14)(i).

Section 5.2.2 of the Academic Board's terms of reference calls for amended divisional constitutions to be considered by the Board and confirmed by the Executive Committee. Amendments to By-laws are approved by divisional councils.

PREVIOUS ACTION TAKEN:

On October 28, 2010, the Governing Council approved in principle the [*Report of the Task Force on Governance*](#) and the 32 recommendations outlined in the *Report*. Recommendation 15 provides for the re-distribution of and greater delegation of responsibilities. Specifically, the Task Force recommended that, as a guiding principle, transactional matters be delegated to either the lowest appropriate level within governance, or where appropriate, to the administration, with reporting back of decisions to a suitable level of governance.

An Implementation Committee, established by the Governing Council in October 2010 and led by then Vice-Chair Richard Nunn, was charged with overseeing and coordinating implementation of the Task Force's recommendations, ensuring appropriate participation among relevant bodies of governance, administrative offices and the Secretariat.

At the same time, and in line with the work of the Task Force on Governance, the University approved a new policy governing the Approval and Review of Academic Programs and Units

PREVIOUS ACTION TAKEN (cont'd)

(June 24, 2010) and developed the University of Toronto Quality Assurance Process (UTQAP) which was approved by the Ontario Universities Council on Quality Assurance on March 31, 2011. The UTQAP reflects the delegation to universities of an important degree of responsibility and authority over the quality of their academic programs. At the same time it provided a new definition of categories of academic change and envisaged the delegation to Faculty Councils of an important degree of authority and responsibility for that academic change.

Together, these two processes culminated in revisions to Board and Committee Terms of Reference and led to Governing Council approval in May 2011 of the re-alignment of responsibilities among the Committee on Academic Policy and Programs, the Planning and Budget Committee, the Academic Board and the divisional councils with respect to academic program review and approval.

Amendments to the University of Toronto Mississauga Constitution were previously approved by the Academic Board on June 1, 2009 and confirmed by the Executive Committee of the Governing Council on June 15, 2009. The current proposed changes to the Constitution were initially considered at a special meeting of the Executive Committee of Erindale College Council (ECC) on September 1, 2011, at the September meetings of the Resource Planning and Priorities Committee and the Academic Affairs Committee, both Standing Committees of ECC, and at the October 6th meeting of Council. A final version of the Constitution was then presented and approved by the Executive Committee on October 26 and by the Erindale College Council on November 3, 2011.

HIGHLIGHTS:

All divisions were asked to incorporate into their constitutions provisions for the following powers and duties of Council.

- **Academic Programs**
 - Council's responsibility for overseeing the content of academic programs and courses of study that lead to degrees, diplomas, certificates, credit and non-credit courses over which the Faculty has authority.
 - Council's authority to recommend for approval to the appropriate body of Governing Council proposals for new academic programs.
 - Council's delegated authority to approve proposals for major and minor modifications to existing academic programs. (Definitions of major modifications of existing programs, minor modifications, and new academic programs are provided in the *University of Toronto Quality Assurance Process* and are subject to change.)
 - Council's delegated authority to approve proposals for the modification of existing diploma and certificate programs, pursuant to the University's *Policy on Diploma and Certificate Programs*.

HIGHLIGHTS: (cont'd)

- **Delegation of Authority**
Council's ability to delegate its authority for the approval of minor modifications to academic programs to various committees. All such changes must be reported for information to Council.
- **Academic and Interdisciplinary Units**
Council's responsibility to consider and recommend for approval to the Governing Council proposals concerning academic units and extra-departmental units, pursuant to the *Policy on Interdisciplinary Education and Research Planning*.
- **Review of Academic Programs and Units**
Council's responsibility to consider and discuss a review report of an academic program and/or unit of the Faculty, consistent with the protocol outlined in the *University of Toronto Quality Assurance Process*.
- **Transcript Notations**
Council's delegated authority to approve transcript notations within existing degree programs, in accordance with University policy. An annual report on such actions, as required by policy, must be provided for information to the appropriate body of Governing Council.

Other substantive amendments are as follows.

Section II: Definitions

This section was moved from the *Interpretation* section of the By-Laws to reflect standard constitutional format. Definitions for graduate students, teaching staff, full and part-time undergraduate students were re-written to make them consistent with those used across the university. There are no other major changes here except for clarification of text and the removal of research associates as a separate category – they are in fact considered to be administrative staff and would be classified under that definition.

Section V: Powers, Duties and Responsibilities of the Vice-President and Principal

This section is new and outlines the specific duties, powers and responsibilities of the Vice-President and Principal with respect to the work of Council. Again, this addition follows existing practice and standard wording across the U of T with respect to the role of the head of a division and follows the *Policy on Appointment of Academic Administrators*.

HIGHLIGHTS: (cont'd)

The following remaining sections of the Constitution contain no substantive changes and simply reflect re-organization, editing and clarification of text following the template provided by the Office of the Governing Council:

Section VI: Membership of Council; VII: Term and Quorum of Council; VIII: Officers; IX: Meetings, X: By-Laws; XI: Parliamentary Authority and XII: Amendment of the Constitution and By-Laws.

BUDGETARY/FINANCIAL IMPLICATIONS:

N/A

ACTION:

Be It Recommended

THAT, subject to confirmation by the Executive Committee, the amended Constitution of the University of Toronto Mississauga, which was approved by Erindale College Council on November 3, 2011, be approved.