



MEMORANDUM

To: Teaching Staff, Faculty of Arts and Science
Teaching Staff, Faculty of Medicine
Teaching Staff, Ontario Institute for Studies in Education

From: Anwar Kazimi, Chief Returning Officer

Date: June 13, 2011

Subject: **Call for Nominations: Academic Board By-Election for Teaching Staff**

CC: Academic Board
Elections Committee
University of Toronto Faculty Association

A by-election is required to fill **four seats** for **teaching staff** members of the Academic Board as outlined below. Each position will be for a one-year term from July 1, 2011 to June 30, 2012.

- Faculty of Arts and Science – 1 seat
- Faculty of Medicine – 2 seats
- Ontario Institute for Studies in Education (OISE) – 1 seat

Nominations for these seats are now being accepted until **Friday, June 24, 2011 at 5:00 p.m.**

The by-election shall be held in accordance with the *Election Guidelines 2011*, subject to any necessary modifications. Nomination forms and the *Elections Guidelines 2011* are available from <http://www.governingcouncil.utoronto.ca/elections.htm> or from the Office of the Governing Council, Simcoe Hall, Room 106.

Prospective nominees and nominators are encouraged to review the eligibility information contained in the nomination forms. In particular, it will be important to consider the departmental criteria and “teaching staff” definition used for the purposes of Governing Council and Academic Board elections.

The Academic Board of the Governing Council is composed of 122 voting members, 50 of whom are teaching staff elected to the Board. 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. The Board is responsible for considering matters such as academic program proposals, academic discipline policy, budget guidelines and the annual budget, and research policy.

Information on the Academic Board, including its terms of reference, calendar of business, and past meeting agendas and reports is available at: <http://www.governingcouncil.utoronto.ca/bac/ab.htm>.

For further information, please contact Mr. Anwar Kazimi, Chief Returning Officer, (416-978-8427; anwar.kazimi@utoronto.ca) or Ms Mae-Yu Tan, Deputy Returning Officer (416-978-8794; maeyu.tan@utoronto.ca).

Thank you.

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