

**Memorandum**

**To:** Academic Board  
Elections Committee  
Faculty of Arts and Science  
Faculty of Medicine  
University of Toronto Faculty Association

**From:** Anwar Kazimi, Chief Returning Officer

**Date:** February 7, 2012

**Subject:** Call for Nominations – Two Teaching Staff Seats on Academic Board

Nominations for election for the following **teaching staff seats** on the Academic Board will be accepted between **Tuesday, February 7, 2012 at 12:00 p.m. and Friday, February 17, 2012 at 5:00 p.m.**

- Faculty of Arts and Science: 1 seat (for a term from March 1, 2012 to June 30, 2013)
- Faculty of Medicine: 1 seat (for a three-year term from July 1, 2012 to June 30, 2015)

Nomination forms are available at <http://www.governingcouncil.utoronto.ca/elections.htm> and from the Office of the Governing Council, Room 106, Simcoe Hall.

Please encourage teaching staff whom you feel would make a valuable contribution to University governance to consider running as a candidate in the upcoming elections. Prospective candidates are advised to review the *Elections Guidelines, 2012*. The *Guidelines* are available at: <http://assets.governingcouncil.utoronto.ca/BoardsCommittees/elections/EG2012.pdf>

The **Academic Board** is composed of 122 members, 50 of whom are elected teaching staff. The Board is responsible for such matters as admissions and awards policies; establishment of new academic programs; establishment, termination, or restructuring of academic units; academic appointments policy; budget guidelines and annual budgets; capital plans and projects; curriculum and academic regulations; academic discipline; and research policy. Comprehensive information about the Governing Council and the Academic Board is available at: <http://www.governingcouncil.utoronto.ca/home.htm>

Additional information about serving on the Academic Board may be obtained by contacting the Chief Returning Officer, Mr. Anwar Kazimi (416-978-8427; [anwar.kazimi@utoronto.ca](mailto:anwar.kazimi@utoronto.ca)) or the Deputy Returning Officer, Ms Mae-Yu Tan (416-978-8794; [maeyu.tan@utoronto.ca](mailto:maeyu.tan@utoronto.ca)).

Thank you.