



MEMORANDUM

September 11, 2012

To: Faculty of Information

From: Anwar Kazimi, Chief Returning Officer

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

CC: Academic Board
Elections Committee
University of Toronto Faculty Association

A by-election is required to fill one vacancy for a teaching staff member to represent the Faculty of Information on the Academic Board of the Governing Council. The term would begin immediately upon the completion of the by-election and would end on June 30, 2014.

The Academic Board is composed of 121 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 approving matters such as research policy, budget guidelines and the annual budget, the establishment of new academic programs, admissions and awards policies, and academic discipline.

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/Page4.aspx>

Election Schedule:

Nominations open	Tuesday, September 11, 2012 at 12:00 noon.
Nominations close	Friday, September 21, 2012 at 5:00 p.m.

The by-election shall be held in accordance with the *Election Guidelines 2012*, subject to any necessary modifications required for these by-elections. Nomination forms and the *Elections Guidelines 2012* will be available at:

- <http://www.governingcouncil.utoronto.ca/Assets/Governing+Council+Digital+Assets/Elections/2011+Elections/elect2012.pdf>
- Office of the Governing Council, Room 106, Simcoe Hall

Eligibility of Nominees and Nominators:

- The nominee and all nominators must be teaching staff members of the Faculty of Information.

If you have any questions, please contact Mr. Anwar Kazimi, Chief Returning Officer, by phone (416-978-8427) or by email (anwar.kazimi@utoronto.ca).

Thank you.