



## Memorandum

**To:** Governing Council  
Academic Board  
Business Board  
University Affairs Board  
College of Electors  
Principals, Deans, Academic Directors, and Chairs  
Association of Part-time Undergraduate Students  
Graduate Students' Union  
Scarborough Campus Students' Union  
University of Toronto Students' Union  
University of Toronto Faculty Association  
United Steelworkers of America  
University of Toronto Alumni Association Executive Committee

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

**Date:** December 6, 2011

**Subject:** 2012 Governing Council and Academic Board Call for Nominations

Nominations for election to seats on the Governing Council and the Academic Board will be accepted between **Friday, January 6, 2012 at 12:00 p.m. and Friday, January 20, 2012 at 5:00 p.m.**

Nomination forms will be available as of January 6<sup>th</sup> at

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

Please encourage administrative staff, students, and 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>. These *Guidelines* provide important information regarding election procedures, nominator and nominee eligibility requirements, campaign principles, allowable campaign expenses, etc.

A summary of the work of the Governing Council and the Academic Board, key election period dates, and seats open for election are provided below. Comprehensive information about the Governing Council and the Academic Board is available at: <http://www.governingcouncil.utoronto.ca/home.htm>

Please note that the *University of Toronto Act, 1971* requires that members of the Governing Council be Canadian citizens. There is no citizenship requirement for service on the Academic Board.

Additional information about serving on the Governing Council or the Academic Board may be obtained by contacting the Chief Returning Office, 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.

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### **Governing Council**

The Governing Council is the senior governing body of the University responsible for overseeing the academic, business, and student affairs of the University. Membership includes the Chancellor, the President, 8 alumni, 12 teaching staff, 8 students, 2 administrative staff, 16 government appointees, and 2 Presidential appointees. Members of the Governing Council serve as volunteers.

Governors are collectively and individually stewards of the University and are asked to contribute to decisions that affect the University's current and future achievements. Not only do elected governors contribute to the advancement of the University's goals and objectives, they have an opportunity to find out a great deal about university issues and processes, for example, institutional budgeting, strategic planning, and academic and non-academic policy making. The Governing Council is responsible for overseeing the University's strategic direction, finances, human resources, capital expenditures and infrastructure, academic quality, and the student experience.

- I. Nominations will be accepted for 1 administrative staff, 8 student and 6 teaching staff seats between Friday, January 6 and Friday, January 20, 2012.**
- 1 administrative staff seat for a three-year term (July 1, 2012 to June 30, 2015)
  - 4 full-time undergraduate student seats, each for a one-year term (July 1, 2012 to June 30, 2013)
  - 2 part-time undergraduate student seats, each for a one-year term (July 1, 2012 to June 30, 2013)
  - 2 graduate student seats, each for a one-year term (July 1, 2012 to June 30, 2013)
  - 5 teaching staff seats, each for a three-year term (July 1, 2012 to June 30, 2015)
  - 1 teaching staff seat (by-election with the term effective immediately upon election until June 30, 2013)
- II. Applications will be accepted for 2 alumni seats between Monday, December 12, 2011 and Friday, January 27, 2012, each for a three-year term (July 1, 2012 to June 30, 2015).**

### **Academic Board**

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.

- I. Nominations for the following 19 teaching staff seats and 1 librarian seat will be accepted between Friday, January 6 and Friday, January 20, 2012, each for a three-year term (July 1, 2012 to June 30, 2015) unless indicated otherwise below:**
- Applied Science and Engineering: 1 seat
  - Arts and Science: 5 seats (plus by-election for 2 seats for a term effective immediately upon election until June 30, 2013)
  - Dentistry: 1 seat
  - Forestry: 1 seat
  - Medicine: 3 seats
  - Music: 1 seat
  - UTM: 1 seat
  - OISE: 1 seat (for a term effective immediately upon election until June 30, 2015)
  - Pharmacy: 1 seat (for a term effective immediately upon election until June 30, 2015)
  - UTSC: 1 seat
  - SGS (Division I (Humanities) and Division II (Social Sciences)): 1 seat
  - Librarians: 1 seat