



**2019 CALL FOR APPLICATIONS
Co-opted Members of Boards and Committees of the Governing Council**

I. Introduction

The application process for co-opted seats on the Governing Council Boards is now open. Co-opted members are *non-Governing Council members who are appointed* to serve on the Boards and Committees of the Governing Council.

Administrative staff, alumni, and students (full-time undergraduate, part-time undergraduate, and graduate) are invited to apply for Board and Committee membership. Applications are encouraged from a wide variety of individuals so that the diversity of the University may be reflected in the membership of Governing Council bodies.

In general, successful applicants to Governance Board and Committees will be invited to serve a one-year term from July 1, 2019 to June 30, 2020. Meetings of Governing Council Boards and Committees are not normally held in July and August.

Please note that the positions listed below are all unpaid; members of the Governing Council, its Boards and Committees, serve as volunteers.

II. Positions Available

The precise number of appointed seats available for each constituency varies from year to year, depending on the number of seats that are filled by members of the Governing Council. The numbers below are provided as estimates only.

Governance Body	Potential Vacancies for 2019		
	Administrative Staff	Alumni	Students
Academic Board	1	1-2	12
Business Board	0-1*	0	0-1*
University Affairs Board	3	0	5

*please see section V2 below

III. Eligibility

Students who expect to graduate before their term is up (June, 2020) are not eligible to apply. Students who are not enrolled in a degree, diploma or certificate program and those registered in the Toronto School of Theology are also ineligible to serve on Governing Council bodies.

Please note that a member must resign if, at any time during his or her term, he or she ceases to be a member of the constituency in which he or she was appointed (i.e., administrative staff member, full-time undergraduate student, part-time undergraduate student, or graduate student).

The 2019 online application form is available at:

<https://www.surveymonkey.com/r/GC201920Coopt>

Application Deadline:

Completed application forms must be submitted by **5:00 p.m. on Monday, March 25, 2019**. Please note that only **fully completed** applications will be considered.

IV. Selection Process and Criteria

Each of the three Boards has a Striking (Nominating) Committee that reviews the applications received and recommends appointments to the respective Board. The Striking Committees normally meet in May or early June and appointments are approved at the final meeting of the Board in June. *Please note that as a result notifications regarding the outcome of applications will not be sent until mid to late June.*

As part of the selection process, Striking Committees consider the knowledge, skills, and experience of each applicant. The Committees will be guided by the *Report of the Task Force on Governance*, approved by the Governing Council on October 28, 2010, which is available [here](#). Efforts are made to achieve an appropriate balance of continuity and renewal on the Boards or Committees, as well as representation from a variety of academic and administrative units, academic programs, the three campuses, and full-time and part-time undergraduate students and graduate students.

The criteria used by the Striking Committees for the selection of members include the following.

- Experience in governance of organizations or groups.
- Demonstrated involvement in and contribution to the University community.
- Demonstrated engagement in co-curricular or community activities.
- Demonstrated ability to exercise informed judgement.
- Demonstrated ability to communicate logically and persuasively at meetings.
- Demonstrated commitment to participate actively, to prepare thoroughly, and to attend regularly most scheduled meetings.

All members of the Boards and Committees of the Governing Council are subject to the same expectations as those of members of the Governing Council. The *Expectations and Attributes of Governors and Key Principles of Ethical Conduct* may be viewed [here](#).

V. Information Regarding Membership of the Boards and Committees of Governing Council

Websites containing comprehensive information about the Governing Council and its Boards and Committees are listed below. Prospective applicants are encouraged to browse through the sites in order to gain an understanding of the scope, responsibilities, and composition of the governance bodies. With the exception of the Elections Committee and the Executive Committee, all Boards and Committees of the Governing Council include non-members of the Governing Council.

Members are expected to attend all or almost all of the six meetings held per year of the respective Board.

1. Academic Board co-opted positions available in 2019:

- **12 students**
- **1 administrative staff**
- **1 to 2 alumni (who are not registered as students and who are not members of the administrative or teaching staff)**

Further information about the Academic Board and its standing Committees is available from the website below:

http://www.governingcouncil.utoronto.ca/Governing_Council/bac/ab.htm

Please note that elections for teaching staff and librarian seats on the Academic Board are conducted through a separate process.

2. Business Board co-opted positions potentially available in 2019:

- **Up to 1 student***
- **Up to 1 administrative staff***

*Please note that these seats are normally filled by members of the Governing Council. Further information about the Business Board is available from the website below:

http://www.governingcouncil.utoronto.ca/Governing_Council/bac/bb_1.htm

3. University Affairs Board co-opted positions available in 2019:

- **5 students**
- **3 administrative staff**

Further information about the University Affairs Board is available from the website below:

http://www.governingcouncil.utoronto.ca/Governing_Council/bac/ua.htm

VI. Contact

If you have any questions about this process, please contact:

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Thank you for your interest in participating in governance at the University of Toronto.