



# University of Toronto TORONTO ONTARIO M5S 1/

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TO: Academic Board

SPONSOR: Professor Carl Amrhein, Dean, Faculty of Arts and Science

CONTACT INFO: Peter Harris, Assistant Dean and Faculty Secretary, Faculty of Arts and Science 416-978-3389 harris@artsci.utoronto.ca

DATE: January 8 for January 16, 2003 meeting

AGENDA ITEM: 6

## ITEM IDENTIFICATION:

Faculty of Arts and Science Constitution - Amendments

## JURISDICTIONAL INFORMATION:

New or amended divisional constitutions are forwarded by divisional councils to the Academic Board for consideration and confirmation by the Executive Committee.

## HIGHLIGHTS:

The changes to the Faculty's Constitution will be considered at a joint meeting of the General Committee and Faculty Council on January 13. If the changes are approved, the Dean will present the proposed revisions to the Board on January 16. The changes arise from the approval in principle of the *Framework for a New Structure of Academic Administration for the Three Campuses*.

## RECOMMENDATION:

It is recommended that the Academic Board approve

The "Council of the Faculty of Arts and Science and its Standing Committees" as amended.

## **MEMORANDUM**

**TO:** Susan Girard  
Secretary of Academic Board  
Governing Council  
University of Toronto  
**FROM:** Carl G. Amrhein  
Dean  
Faculty of Arts and Science  
**DATE:** Tuesday January 7, 2003

**RE: Changes to the Structure of the Faculty of Arts and Science**

I enclose the resolutions that I am taking to the Joint Meeting of the General Committee and Faculty Council on Monday January 13, 2003. These resolutions, if passed, will remove the University of Toronto at Mississauga from the structure of the Faculty Council and its Standing Committees. I also enclose the current document on the structure of the Faculty, and another copy with the changes marked (highlighted) that these resolutions will bring into effect.

I will report on this item at the meeting of Academic Board on January 16, 2003.

**Special Joint Meeting of the General Committee and Faculty Council**  
**MONDAY January 13, 4:15 pm - 6:00 pm**  
**Sidney Smith Hall, Room 2102**

**Agenda**

This Special Meeting has been called to consider the Resolutions below that would formally approve, in the *Structure of the the Council of the Faculty of Arts and Science and its Standing Committees* (document enclosed), the separation of the **University of Toronto at Mississauga** from the **Faculty of Arts and Science**.

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**I. Resolutions** (moved by Dean Amrhein, seconded by Vice-Dean Sinervo; the Pages referred to in the individual resolutions are those of the enclosed document):

**THAT the Structure of the Faculty of Arts and Science as officially recorded in the document *THE COUNCIL OF THE FACULTY OF ARTS AND SCIENCE AND ITS STANDING COMMITTEES* be amended as follows:**

1. On Page 1, under Section "The STRIKING COMMITTEE": the "Heads of Colleges" **decrease from 8 to 7** (with the overall **Total** accordingly changed from **44 to 43**).
2. On Page 2, under Section "THE GENERAL COMMITTEE", Membership, Students, the "... 7 Colleges" **decrease to "...6 Colleges"** (with the overall student membership **Total** accordingly changed from **46 to 44**).
3. On Page 2, under Section "THE GENERAL COMMITTEE", Membership, Faculty, the entry "2 elected by University of Toronto at Mississauga" **be deleted** (with the overall Faculty membership Total accordingly changed from **76 to 74**).
4. On Page 2 under Section "THE GENERAL COMMITTEE", Membership, Ex-officio:
  - a) "Heads of Colleges of the Faculty of Arts and Science" **decrease from 8 to 7**;
  - b) the following new position **be added**:  
Vice-Dean (Academic) of University of Toronto at Mississauga;
  - c) "Registrars of Colleges" **decrease from 8 to 7**;
  - d) The "Principal, Dean and Registrar of Scarborough College" **be changed to read**:  
Vice- Dean (Academic) of University of Toronto at Scarborough (with the total accordingly decreased from **3 to 1**);
  - e) "Representatives of the Faculty of Applied Science and Engineering, Faculty of Medicine(2) and Faculty of Music" **be eliminated**.
  - f) the Ex-Officio Total be accordingly **revised to 58**;
5. The GRAND TOTAL **be revised** consequent to all these changes to **179**.

6. On Page 3, under THE COMMITTEE ON ACADEMIC STANDARDS, Membership, the "Heads of each College" **be decreased from 8 to 7** (and the TOTAL Membership revised accordingly from **45 to 44**)
7. On Page 3, under THE CURRICULUM COMMITTEES, paragraph 1, the references to the UTM Curriculum Committee **be deleted**, so that paragraph read as follows:  
**There are three Faculty Curriculum Committees: the Humanities Curriculum Committee; the Sciences Curriculum Committee; and the Social Sciences Curriculum Committee. (Voting members of these Committees are automatically members of the General Committee.)**
8. On Page 4, under Section "Academic Appeals Boards", the references to UTM Academic Appeals Board **be removed**, so that the paragraph read as follows:  
**Considers appeals against decisions of the Committee on Standing and other Committees relating to petitions from students for exemption from the application of academic regulations or of academic standards. (The Committee on Standing must consider a case twice before it can be appealed to the Board. An appeal must be launched as soon as possible and no later than ninety days after the second decision.) In appeals involving specific courses, the Academic Appeals Board of the division where the course is being offered shall assume jurisdiction of the case. Their respective decisions are final, but they may be appealed within ninety days to the Academic Appeals Committee of the Governing Council.**

## **II. Adjournment.**

**FACULTY OF ARTS AND SCIENCE \* UNIVERSITY OF TORONTO  
THE COUNCIL OF THE FACULTY OF ARTS AND SCIENCE  
AND ITS STANDING COMMITTEES**

The structure of the Council of the Faculty of Arts and Science and its standing Committees was first approved at a meeting of the Council held in May 1971 and was amended at subsequent meetings in 1972, 1973, 1977, 1980, 1983, 1985, 1989, 1990, 1992, 1994, 2000, 2001, 2002.

The responsibilities and composition of the Council and the standing Committees are as follows:

**THE COUNCIL**

**Responsibilities**

Meets twice each year in order to review the actions of its Committees and Sub-committees and to consider future policy for the Faculty. The regulations governing the calling of additional meetings are laid down in the Rules of Procedure (see below). The responsibilities of the Council are not extended into areas that are, according to the University of Toronto Act, the responsibilities of other bodies (e.g., budget, hiring, promotion, tenure).

**Membership**

All members of the teaching staff whose primary appointments are in Departments of the Faculty and who hold the academic rank of professor, associate professor, assistant professor, full-time lecturer, senior tutor, tutor, together with the student members and the ex-officio members of the General Committee.

**THE STRIKING COMMITTEE**

**Responsibilities**

Appoints Chairs of Committees and Faculty members of Committees except when the Chairs are specified. Initiates procedures for the election of Committee members. Appoints or nominates to Council other officers as may be required.

**Membership (Total of 44)**

The Dean (Chair), and Vice-Deans of the Faculty	04
The Chairs of Departments	29
The Directors of the Commerce and Human Biology Programs and the Division of the Environment	03
The Heads of the Colleges	08
<b>Total</b>	<b>44</b>

## THE GENERAL COMMITTEE

### Responsibilities

Formulates policy for the Faculty, e.g., in the areas of admissions and curriculum development. Specifies regulations governing evaluation and standing. Determines the schedule of dates and the general nature of the timetable.

### Membership (Total of 191)

#### Students

3 students elected directly by Woodsworth College, 2 each from the other 7 Colleges	17
25 students elected to membership on the Curriculum Committees	25
4 students elected to replace the student membership on the Committee on Study Elsewhere	04
<b>TOTAL</b>	<b>46</b>

#### Non-academic full-time staff members.

3 staff members be elected from among the full-time non-academic staff members in the Faculty of Arts and Science, including all college (constituent and federated), departmental and Faculty administrative staff.

<b>TOTAL</b>	<b>03</b>
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#### Faculty

1 elected in each Department of the Faculty	29
2 elected by the University of Toronto at Mississauga	02
39 elected to membership on the Curriculum Committees	39
4 chosen by and from the Committee on Admissions	04
2 chosen by and from the Committee on Standing	02
<b>TOTAL</b>	<b>76</b>

#### Ex-officio

President of the University	01
Vice-President and Provost of the University	01
Dean of the Faculty of Arts and Science	01
Dean of the School of Graduate Studies	01
Vice-Deans of the Faculty of Arts and Science	03
Heads of Colleges of the Faculty of Arts and Science	08
Vice-Principal (Academic) of the University of Toronto at Mississauga	01
Principal, Dean, and Registrar of University of Toronto at Scarborough	03
Registrars of Colleges	08
Representatives of the Faculty of Applied Science and Engineering, Faculty of Medicine (2) and Faculty of Music	04
Chairs of Departments in the Faculty of Arts and Science	29
Director of Commerce Programs	01
Director of the Centre for Comparative Literature	01
Director of the Centre for Medieval Studies	01
Director of the Division of the Environment	01
Director of the Human Biology Program	01
Director of the Institute for the History and Philosophy of Science and Technology	01
<b>TOTAL</b>	<b>66</b>
<b>GRAND TOTAL</b>	<b>191</b>

## THE COMMITTEE ON ACADEMIC STANDARDS

## Responsibilities

Coordinates the work of the Curriculum Committees and approves proposed courses of study and programs on behalf of the Council. Interprets policy regarding evaluation in the case of individual courses in the undergraduate programs. Receives and approves the reports of the Committee on Admissions and of the Committee on Standing as they pertain to action on individual cases. Recommends on the awarding of scholarships in the Faculty. Reports for information to the General Committee and brings to the attention of that Committee those areas in which policy needs to be either determined or clarified.

### Membership (Total of 45)

The Dean of the Faculty of Arts and Science (Chair)	01
The Vice-Deans of the Faculty	03
The Chairs of each Department	29
The Director of the Commerce Programs	01
Director of the Division of the Environment	01
Director of the Human Biology Program	01
The Heads of each College or their respective nominees	08
A representative from the Departments of the Faculty of Medicine that are participants in the Life Sciences programs in the Faculty of Arts and Science	01
<b>TOTAL</b>	<b>45</b>

## THE CURRICULUM COMMITTEES

There are four Faculty Curriculum Committees, one for University of Toronto at Mississauga (hereafter UTM) and three for the St. George Campus. The UTM Academic Affairs Committee functions as the Faculty Curriculum Committee for UTM. (Voting members of this Committee are automatically members of UTM College Council.) There are three St. George Campus Curriculum Committees: the Humanities Curriculum Committee; the Sciences Curriculum Committee; and the Social Sciences Curriculum Committee. (Voting members of these Committees are automatically members of the General Committee.)

### Responsibilities

Each Curriculum Committee approves and monitors new courses, programs and breadth requirements proposed by a College or a Department or a Faculty in its respective area. Where suitable, it may also suggest new courses, programs and breadth requirements. Each Curriculum Committee forwards its approvals directly to the Faculty Committee on Academic Standards for final Faculty approval.

### Membership of the Humanities Curriculum Committee (Total of 27)

Chair (a Vice-Dean of the Faculty)	01
1 elected Faculty member from each of the following Departments: Classics, East Asian Studies, English, Fine Art, French, German, History, Italian Studies, Linguistics, Near & Middle Eastern Civilizations, Philosophy, Study of Religion, Slavic, Spanish & Portuguese.	14
2 Faculty members chosen by the Colleges	02
1 representative from the Division of the Environment	01
9 elected students* (including at least one part-time student)	09
<b>TOTAL</b>	<b>27</b>

Also, 1 assessor (non-voting) from each of the other two Curriculum Committees.

### Membership of the Sciences Curriculum Committee (Total of 35)

Chair (a Vice-Dean of the Faculty)	01
1 elected Faculty member from each of the following Departments: Anthropology, Astronomy, Chemistry, Computer Science, Geography, Geology, Mathematics, Physics, Statistics.	09
2 elected Faculty Members from each of Botany, Psychology, and Zoology.	06

4 Faculty Members from Science disciplines in the Faculty of Medicine, chosen by and

from among the Discipline Representatives.	04
2 Faculty Members chosen by the Colleges.	02
1 representative from the Division of the Environment	01
1 representative from the Human Biology Program	01
11 elected students* (including at least one part-time student).	11
<b>TOTAL</b>	<b>35</b>

Also, 1 assessor (non-voting) from each of the other two Curriculum Committees.

#### **Membership of the Social Sciences Curriculum Committee (Total of 15)**

Chair (a Vice-Dean of the Faculty)	01	
One elected Faculty member from each of the following Departments/Program:		
Anthropology, Commerce, Economics, Geography, Political Science, Sociology.	06	
2 Faculty members chosen by the Colleges.	02	
1 representative from the Division of the Environment	01	
5 elected students* (including at least one part-time student)	05	
<b>TOTAL</b>		<b>15</b>

Also, 1 assessor (non-voting) from each of the other two Curriculum Committees.

\* To be eligible to stand, full-time students must be intending to enrol in three courses “within the group” in their first year of office. One of the student members of the Committee on Social Sciences must be registered for the degree of Bachelor of Commerce.

**TOTAL** **45**

### **THE UTM and ST. GEORGE ACADEMIC APPEALS BOARDS**

#### **Responsibilities**

Considers appeals against decisions of the respective Committee on Standing and other Committees relating to petitions from students for exemption from the application of academic regulations or of academic standards. (The respective Committee on Standing must consider a case twice before it can be appealed to the respective Board. An appeal must be launched as soon as possible and no later than ninety days after the second decision.)

In appeals involving specific courses, the Academic Appeals Board of the campus where the course is being offered shall assume jurisdiction of the case. Their respective decisions are final within the Faculty but they may be appealed within ninety days to the Academic Appeals Board of the Governing Council.

#### **UTM Board Membership (Total of 6)**

4 Faculty members (of whom one shall be Chair; the other three shall represent the three divisions of Humanities, Sciences, Social Sciences)	04
2 student members, one full-time and one part-time	02
(all members to be elected or appointed by the Erindale College Council)	
<b>TOTAL</b>	<b>06</b>

#### **St. George Board Membership (Total of 7)**

5 Faculty members (of whom one shall be Chair)	05
2 student members	02
(all appointed by the Striking Committee)	
<b>TOTAL</b>	<b>07</b>

Note: A quorum for any hearing shall be four members, of whom at least one shall be a student member.

### **COMMITTEE ON STANDING**

#### **Responsibilities**



Applies regulations governing standing in the courses and the undergraduate programs of the Faculty. Examines recommendations from Departments concerning a student's standing in specific courses. Considers all "petitions".

Note: If a particular petition requires a policy decision, the Chair of the Committee will submit the details of the case, without the name of the student, to the General Committee. May present to the General Committee proposals for a change of policy with respect to the regulations governing standing. Reports to the Committee on Academic Standards.

#### **Membership (Total of 9)**

Chair (a Vice-Dean of the Faculty)	01	
4 Faculty members appointed by the Striking Committee		04
4 College Registrars appointed by the Striking Committee		04

**TOTAL 09**

Also, 3 assessors (non-voting), who are the College Registrars that are members of the Committee on Admissions.

### **THE COMMITTEE ON ADMISSIONS**

#### **Responsibilities**

Implements admission policy. Note: Where policy is found to require clarification the Chair of the Committee will state an anonymous case to the General Committee for direction. Interprets policy with respect to special cases. Reports to the Committee on Academic Standards.

#### **Membership (Total of 12)**

Chair (a Vice-Dean of the Faculty)	01	
4 College Registrars appointed by Striking Committee		04
7 Faculty members appointed by Striking Committee: 2 each from the Humanities, Social Sciences, Sciences; 1 from Commerce	07	

**TOTAL**

**12**

Also, 3 assessors (non-voting), who are the College Registrars that are members of the Committee on Standing.

*(THE COMMITTEE ON STUDY ELSEWHERE was disbanded in 2001; henceforth, the Vice-Dean in charge of International Issues will report twice yearly to the General Committee. The four student positions on the General Committee previously held by student members in the Study Elsewhere Committee are now elected at large to the General Committee.)*

**NOTES CONCERNING MEMBERSHIP** All members, with the exception of ex-officio members, are elected (or appointed) for two-year renewable, rotating terms. All Committees other than the General Committee and the Committee on Academic Standards have the power to co-opt additional voting members, but this requires the unanimous vote of the original membership. Such co-opted members do not sit on the General Committee. There are no alternates for members of Committees.

**AMENDMENTS TO THE STRUCTURE OF THE COUNCIL AND ITS STANDING COMMITTEES REQUIRE THE AFFIRMATIVE VOTE OF AT LEAST TWO-THIRDS OF THE MEMBERS OF THE COUNCIL PRESENT AND VOTING.**

Peter Harris

Secretary, Faculty of Arts and Science

**FACULTY OF ARTS AND SCIENCE \* UNIVERSITY OF TORONTO  
THE COUNCIL OF THE FACULTY OF ARTS AND SCIENCE  
AND ITS STANDING COMMITTEES**

The structure of the Council of the Faculty of Arts and Science and its standing Committees was first approved at a meeting of the Council held in May 1971 and was amended at subsequent meetings in 1972, 1973, 1977, 1980, 1983, 1985, 1989, 1990, 1992, 1994, 2000, 2001, 2002.

***THIS DOCUMENT REFLECTS CHANGES MADE ON MONDAY JANUARY 13, 2003, REMOVING THE UNIVERSITY OF TORONTO AT MISSISSAUGA FROM THE STRUCTURE OF THE FACULTY AND ITS STANDING COMMITTEES.***

The responsibilities and composition of the Council and the standing Committees are as follows:

**THE COUNCIL**

**Responsibilities**

Meets twice each year in order to review the actions of its Committees and Sub-committees and to consider future policy for the Faculty. The regulations governing the calling of additional meetings are laid down in the Rules of Procedure (see below). The responsibilities of the Council are not extended into areas that are, according to the University of Toronto Act, the responsibilities of other bodies (e.g., budget, hiring, promotion, tenure).

**Membership**

All members of the teaching staff whose primary appointments are in Departments of the Faculty and who hold the academic rank of professor, associate professor, assistant professor, full-time lecturer, senior tutor, tutor, together with the student members and the ex-officio members of the General Committee.

**THE STRIKING COMMITTEE**

**Responsibilities**

Appoints Chairs of Committees and Faculty members of Committees except when the Chairs are specified. Initiates procedures for the election of Committee members. Appoints or nominates to Council other officers as may be required.

**Membership (Total of 43)**

The Dean (Chair), and Vice-Deans of the Faculty	04
The Chairs of Departments	29
The Directors of the Commerce and Human Biology Programs and the Division of the Environment	03
The Heads of the Colleges	07
<b>Total</b>	<b>43</b>

## THE GENERAL COMMITTEE

### Responsibilities

Formulates policy for the Faculty, e.g., in the areas of admissions and curriculum development. Specifies regulations governing evaluation and standing. Determines the schedule of dates and the general nature of the timetable.

### Membership (Total of 179)

#### Students

3 students elected directly by Woodsworth College, 2 each from the other 6 Colleges	15
25 students elected to membership on the Curriculum Committees	25
4 students elected to replace the student membership on the Committee on Study Elsewhere	04
<b>TOTAL</b>	<b>44</b>

#### Non-academic full-time staff members.

3 staff members be elected from among the full-time non-academic staff members in the Faculty of Arts and Science, including all college (constituent and federated), departmental and Faculty administrative staff.

<b>TOTAL</b>	<b>03</b>
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#### Faculty

1 elected in each Department of the Faculty	29
<del>2 elected by the University of Toronto at Mississauga</del>	<del>02</del>
39 elected to membership on the Curriculum Committees	39
4 chosen by and from the Committee on Admissions	04
2 chosen by and from the Committee on Standing	02
<b>TOTAL</b>	<b>74</b>

#### Ex-officio

President of the University	01
Vice-President and Provost of the University	01
Dean of the Faculty of Arts and Science	01
Dean of the School of Graduate Studies	01
Vice-Deans of the Faculty of Arts and Science	03
Heads of Colleges of the Faculty of Arts and Science	08
Vice-Dean (Academic) of the University of Toronto at Mississauga	01
Vice-Dean (Academic) of the University of Toronto at Scarborough	01
Registrars of Colleges	07
<del>Representatives of the Faculty of Applied Science and Engineering, Faculty of Medicine (2)</del>	<del>04</del>
<del>and Faculty of Music</del>	<del>04</del>
Chairs of Departments in the Faculty of Arts and Science	29
Director of Commerce Programs	01
Director of the Centre for Comparative Literature	01
Director of the Centre for Medieval Studies	01
Director of the Division of the Environment	01
Director of the Human Biology Program	01
Director of the Institute for the History and Philosophy of Science and Technology	01
<b>TOTAL</b>	<b>58</b>
<b>GRAND TOTAL</b>	<b>179</b>

## THE COMMITTEE ON ACADEMIC STANDARDS

## Responsibilities

Coordinates the work of the Curriculum Committees and approves proposed courses of study and programs on behalf of the Council. Interprets policy regarding evaluation in the case of individual courses in the undergraduate programs. Receives and approves the reports of the Committee on Admissions and of the Committee on Standing as they pertain to action on individual cases. Recommends on the awarding of scholarships in the Faculty. Reports for information to the General Committee and brings to the attention of that Committee those areas in which policy needs to be either determined or clarified.

## Membership (Total of 44)

The Dean of the Faculty of Arts and Science (Chair)	01
The Vice-Deans of the Faculty	03
The Chairs of each Department	29
The Director of the Commerce Programs	01
Director of the Division of the Environment	01
Director of the Human Biology Program	01
The Heads of each College or their respective nominees	07
A representative from the Departments of the Faculty of Medicine that are participants in the Life Sciences programs in the Faculty of Arts and Science	01

## TOTAL

44

## THE CURRICULUM COMMITTEES

There are ~~three~~ Faculty Curriculum Committees, ~~one for University of Toronto at Mississauga (hereafter UTM) and three for the St. George Campus. The UTM Academic Affairs Committee functions as the Faculty Curriculum Committee for UTM. (Voting members of this Committee are automatically members of UTM College Council.) There are three St. George Campus Curriculum Committees: the Humanities Curriculum Committee; the Sciences Curriculum Committee; and the Social Sciences Curriculum Committee. (Voting members of these Committees are automatically members of the General Committee.)~~

## Responsibilities

Each Curriculum Committee approves and monitors new courses, programs and breadth requirements proposed by a College or a Department or a Faculty in its respective area. Where suitable, it may also suggest new courses, programs and breadth requirements. Each Curriculum Committee forwards its approvals directly to the Faculty Committee on Academic Standards for final Faculty approval.

## Membership of the Humanities Curriculum Committee (Total of 27)

Chair (a Vice-Dean of the Faculty)	01
1 elected Faculty member from each of the following Departments: Classics, East Asian Studies, English, Fine Art, French, German, History, Italian Studies, Linguistics, Near & Middle Eastern Civilizations, Philosophy, Study of Religion, Slavic, Spanish & Portuguese.	14
2 Faculty members chosen by the Colleges	02
1 representative from the Division of the Environment	01
9 elected students* (including at least one part-time student)	09

## TOTAL

27

Also, 1 assessor (non-voting) from each of the other two Curriculum Committees.

## Membership of the Sciences Curriculum Committee (Total of 35)

Chair (a Vice-Dean of the Faculty)	01
1 elected Faculty member from each of the following Departments: Anthropology, Astronomy, Chemistry, Computer Science, Geography, Geology, Mathematics, Physics, Statistics.	09
2 elected Faculty Members from each of Botany, Psychology, and Zoology.	06

4 Faculty Members from Science disciplines in the Faculty of Medicine, chosen by and

from among the Discipline Representatives.	04
2 Faculty Members chosen by the Colleges.	02
1 representative from the Division of the Environment	01
1 representative from the Human Biology Program	01
11 elected students* (including at least one part-time student).	11
<b>TOTAL</b>	<b>35</b>

Also, 1 assessor (non-voting) from each of the other two Curriculum Committees.

#### **Membership of the Social Sciences Curriculum Committee (Total of 15)**

Chair (a Vice-Dean of the Faculty)	01
One elected Faculty member from each of the following Departments/Program:	
Anthropology, Commerce, Economics, Geography, Political Science, Sociology.	06
2 Faculty members chosen by the Colleges.	02
1 representative from the Division of the Environment	01
5 elected students* (including at least one part-time student)	05
<b>TOTAL</b>	<b>15</b>

Also, 1 assessor (non-voting) from each of the other two Curriculum Committees.

\* To be eligible to stand, full-time students must be intending to enrol in three courses “within the group” in their first year of office. One of the student members of the Committee on Social Sciences must be registered for the degree of Bachelor of Commerce.

**TOTAL** **45**

### **THE ~~UTM and ST. GEORGE~~ ACADEMIC APPEALS BOARDS**

#### **Responsibilities**

Considers appeals against decisions of the respective Committee on Standing and other Committees relating to petitions from students for exemption from the application of academic regulations or of academic standards. (The ~~respective~~ Committee on Standing must consider a case twice before it can be appealed to the ~~respective~~ Board. An appeal must be launched as soon as possible and no later than ninety days after the second decision.)

In appeals involving specific courses, the Academic Appeals Board of the ~~division~~ where the course is being offered shall assume jurisdiction of the case. Their respective decisions are final, ~~within the Faculty~~ but they may be appealed within ninety days to the Academic Appeals Board of the Governing Council.

#### **UTM Board Membership (Total of 6)**

4 Faculty members (of whom one shall be Chair; the other three shall represent the three divisions of Humanities, Sciences, Social Sciences)	04
2 student members, one full time and one part time	02
(all members to be elected or appointed by the Erindale College Council)	
<b>TOTAL</b>	<b>06</b>

#### **St. George Board Membership (Total of 7)**

5 Faculty members (of whom one shall be Chair)	05
2 student members	02
(all appointed by the Striking Committee)	
<b>TOTAL</b>	<b>07</b>

Note: A quorum for any hearing shall be four members, of whom at least one shall be a student member.

### **COMMITTEE ON STANDING**

#### **Responsibilities**

Applies regulations governing standing in the courses and the undergraduate programs of the Faculty. Examines recommendations from Departments concerning a student's standing in specific courses. Considers all "petitions".

Note: If a particular petition requires a policy decision, the Chair of the Committee will submit the details of the case, without the name of the student, to the General Committee. May present to the General Committee proposals for a change of policy with respect to the regulations governing standing. Reports to the Committee on Academic Standards.

#### **Membership (Total of 9)**

Chair (a Vice-Dean of the Faculty)	01	
4 Faculty members appointed by the Striking Committee		04
4 College Registrars appointed by the Striking Committee		04

**TOTAL 09**

Also, 3 assessors (non-voting), who are the College Registrars that are members of the Committee on Admissions.

### **THE COMMITTEE ON ADMISSIONS**

#### **Responsibilities**

Implements admission policy. Note: Where policy is found to require clarification the Chair of the Committee will state an anonymous case to the General Committee for direction. Interprets policy with respect to special cases. Reports to the Committee on Academic Standards.

#### **Membership (Total of 12)**

Chair (a Vice-Dean of the Faculty)	01	
4 College Registrars appointed by Striking Committee		04
7 Faculty members appointed by Striking Committee: 2 each from the Humanities, Social Sciences, Sciences; 1 from Commerce	07	

**TOTAL 12**

Also, 3 assessors (non-voting), who are the College Registrars that are members of the Committee on Standing.

*(THE COMMITTEE ON STUDY ELSEWHERE was disbanded in 2001; henceforth, the Vice-Dean in charge of International Issues will report twice yearly to the General Committee. The four student positions on the General Committee previously held by student members in the Study Elsewhere Committee are now elected at large to the General Committee.)*

**NOTES CONCERNING MEMBERSHIP** All members, with the exception of ex-officio members, are elected (or appointed) for two-year renewable, rotating terms. All Committees other than the General Committee and the Committee on Academic Standards have the power to co-opt additional voting members, but this requires the unanimous vote of the original membership. Such co-opted members do not sit on the General Committee. There are no alternates for members of Committees.

**AMENDMENTS TO THE STRUCTURE OF THE COUNCIL AND ITS STANDING COMMITTEES REQUIRE THE AFFIRMATIVE VOTE OF AT LEAST TWO-THIRDS OF THE MEMBERS OF THE COUNCIL PRESENT AND VOTING.**

Peter Harris

Secretary, Faculty of Arts and Science