



# University of Toronto TORONTO ONTARIO M5S 1A1

Appendix "D"  
Report Number 140 of the  
Academic Board  
(January 12, 2006)

## OFFICE OF THE GOVERNING COUNCIL

**TO:** Members of the Academic Board

**SPONSOR:** Agenda Committee

**DATE:** December 21, 2005 for January 12, 2006

**AGENDA ITEM:** 8

### **ITEM IDENTIFICATION: Academic Administrative Appointments: Revised Approval Process**

#### **JURISDICTIONAL INFORMATION:**

The *Policy on Appointments and Remuneration: Appointments, Suspensions and Removals*, in Section 4, states that the 'Appointment of academic administrators, as defined by the *Policy on the Appointment of Academic Administrators*, as amended from time to time, shall be recommended by the President to the Academic Board for approval and reported to the Governing Council for information'.

The *Policy on the Appointment of Academic Administrators* states that the President shall transmit his/her own recommendation for the appointment 'to the appropriate body of the Governing Council'.

Section 5.2.1. (b) of the Terms of Reference of the Academic Board indicates that the appointment of academic administrators shall be considered by the Academic Board pursuant to the *Policy on Appointment of Academic Administrators*, and confirmed by a committee consisting of the Chair of Governing Council, the President of the University, and the Chair of the Academic Board. Such confirmation is required because Section 2 (14) (e) of the *University of Toronto Act* stipulates that 'where power and authority to act for the Governing Council are delegated, a majority of the members of the committee shall be members of the Governing Council.'

#### **BACKGROUND:**

Over the past few years, several members of the Academic Board have raised concerns about the role of the Board in approving academic administrative appointments. As per the accepted practice, for the appointment of Principals and Deans, members received a memorandum describing the search process and providing information about the recommended candidate. For other academic appointments, members received a list of names, positions, departments and terms.

#### **PREVIOUS ACTION TAKEN:**

In September 1998, an expedited approval process for academic administrative appointments was approved for use in exceptional circumstances. It was intended to provide more timely approval than that allowed by the schedule of Academic Board meetings. In this circumstance, at the request of the Provost and with the agreement of the Chair of the Academic Board, a recommendation is circulated on a confidential basis to members of the Board. The recommendation is considered and decided on behalf of the Academic Board by the Agenda Committee, taking into account any comments received from Board members. If little or no comment is received, the Chair may permit the Agenda Committee to consider the proposal by a mail ballot rather than at a meeting. The Chair, or the Agenda Committee, has the option of advising the Provost to bring the recommendation to Academic Board.

## HIGHLIGHTS:

In order to strengthen governance oversight, it is proposed that the approval of academic administrative appointments be made by the Agenda Committee on behalf of the Academic Board, and reported to the Board for information.

The approval by the Agenda Committee would allow increased due diligence, as the group could receive and discuss additional information about the search process and the successful candidate that for reasons of confidentiality could not be provided to the full Board. This would allow for a greater level of scrutiny than that which the full Board might provide. Such an approval process would also allow for more timely approvals, which are often required by the demands of the current environment.

Documentation similar to that currently received on proposed appointments would continue to be provided for information to the Academic Board after approval by the Agenda Committee.

## FINANCIAL AND/OR PLANNING IMPLICATIONS:

n/a

## RECOMMENDATIONS:

THAT the Academic Board recommend

1. That the Agenda Committee approve academic administrative appointments on behalf of the Academic Board, effective February 13, 2006;
2. That the following paragraph be added to Section 3 of the Terms of Reference of the Agenda Committee:

The Agenda Committee shall approve academic administrative appointments on behalf of the Academic Board, pursuant to the *Policy on Appointment of Academic Administrators*. In accordance with Section 2 (14) (e) of the *University of Toronto Act*, the approval shall be confirmed by a committee consisting of the Chair of Governing Council, the President of the University and the Chair of the Academic Board.

3. That the following section of footnote 3 to Section 5.2.1 (b) of the Terms of Reference of the Academic Board:

Appointment of academic administrators shall be approved by the Academic Board pursuant to the *Policy on Appointment of Academic Administrators* and confirmed by a committee consisting of the Chairman of Governing Council, the President and the Chair of the Academic Board;

be revised to read

Appointment of academic administrators shall be approved by the Agenda Committee on behalf of the Academic Board, pursuant to the *Policy on Appointment of Academic Administrators*, and shall be confirmed by a committee consisting of the Chair of Governing Council, the President of the University and the Chair of the Academic Board.

4. That this approval process be reviewed by the Executive Committee of the Governing Council in the 2007-08 governance year.