

faculty of architecture landscape and design university of toronto

CONSTITUTION - Final draft - February 26, 2007

1. **The Council of the Faculty of Architecture, Landscape, and Design** (the Faculty) exercises its power and duties under the provisions of the University of Toronto Act 1971 (the Act), as amended.

In this constitution and the accompanying by-laws:

- a. "Faculty" means the Faculty of Architecture, Landscape, and Design, and "Council" means the properly composed Council of the Faculty of Architecture, Landscape, and Design, of the University of Toronto.
- b. "Teaching Staff" means a member of the Faculty who holds an academic appointment. This includes Tenured, Tenure Stream, CLTA, Part-time, Adjunct faculty, Senior Lecturers, Lecturers and Sessional Lecturers.
- c. "Administrative Staff" means an appointed staff member of the Faculty, who is not a member of the teaching staff.
- d. "Graduate Student" means any student registered with the School of Graduate Studies and in a program within the Faculty leading to a Master's degree.
- e. "Undergraduate Student" means any student registered with the Faculty of Arts and Science leading to a Bachelor of Arts Degree, who are enrolled in the Architecture Studies Program (Major with Concentration in Architectural Design or Major with Concentration in History, Theory, Criticism) offered at the Faculty of Architecture, Landscape, and Design.
- f. "Alumni" means anyone who is a graduate of the Faculty, who is not registered as a student or a member of the teaching or administrative staff of the University.

2. **Powers and Duties of Council:**

Subject to the provisions of the Act, and the approval, as required or as appropriate, of the Governing Council of the University, the Council shall have the following powers and duties:

- a. to develop policy regarding the academic affairs of the Faculty ~~subject to the approval of such policy, as may be required, by the Governing Council of the University;~~
- b. to fix and determine the content and requirements of the programs and courses of study that lead to degrees, diplomas, certificates and credits over which the Faculty has authority, and shall monitor

the quality and standards of the programs in the Faculty, subject to the approval, as may be required, of the Governing Council;

- c. to make rules and regulations governing the proceedings of the Council and its Committees, as contained in the Faculty By-laws;
- d. to determine the composition and powers of the Council ~~subject to the provisions of the Act and to the approval of the Governing Council;~~
- e. to allocate scholarships, bursaries, prizes and other awards in the Faculty;

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- f. ~~to deal with and decide upon all petitions and appeals by students and others in connection with the Faculty, subject to an appeal to the Governing Council;~~
- g. ~~to appoint the examiners for, and conduct the examinations of, the courses of the Faculty and determine the results of such examinations subject to the approval, as may be required, of Governing Council.~~

3. Term and Quorum of Council:

- a. The term of office of the Council shall be from ~~October~~ November 1st to September ~~October 30th~~ 31st of each year.
- b. The quorum for a meeting of Council shall be ~~twenty (20) members, one-third of the members.~~ The members of Council shall be determined by October ~~November~~ 1st of every year.

- 4. **The Chief Executive Officer of the Faculty is the Dean**, who has sole responsibility for general administration, policy execution, physical resources, the budget and other financial matters, personnel matters, including appointments and extra-Faculty relationships. The Dean may delegate responsibility to other administrative officers, having regard to ~~clauses 3 to 6 of the Haist Rules~~ section 48 of the Policy on the Appointment of Academic Administrators. The Dean thus has the responsibility to ensure that all appropriate matters are brought before ~~the Executive Committee and~~ the full Faculty Council, and to refer appropriately other matters to other committees.
- 5. **The Presiding Officer of Council shall be the Speaker**, who shall be elected annually at the first meeting of the year by members of Council from among the members of Council. There shall also be a Deputy Speaker, who shall be elected annually at the first meeting of the year by members of Council from among the members of Council. The Deputy Speaker shall act as the Presiding Officer of Council, in the absence of the Speaker.
- 6. **The ~~recording and~~ corresponding officer of Council shall be the Secretary**. The Dean of the Faculty will designate the Secretary of the Council. The Secretary shall not be a voting member of Council. There shall also be a Recording Secretary, to record the minutes, to be appointed by the Dean.

7. The Council shall hold **at least ~~three~~ two regular meetings** in each academic year.
8. **Meetings of Council shall be open** but Council shall have the right to move ~~into~~ camera by a majority vote of Council members present.
9. **Special meetings of Council** may be called by the Speaker at the written request of the Dean, the Executive Committee, or any ten members of Council, with fourteen days' notice, which shall include the agenda for any such meeting.
10. There shall be **an Executive Committee of Council ~~advising the Dean with membership as follows~~** which shall prepare matters for the action of Council and prepare slates of candidates for Council elections.
11. **Council**, through the enactment of By-Laws, **may establish such other committees**, and rules and procedures, including those for the Executive Committee, as it deems appropriate for the conduct of the business of the Faculty. The Dean, or Dean's delegate, shall be an *ex officio* voting member of all Council committees.
12. **Amendments to this Constitution** shall be put forward by the Faculty Council for approval by Governing Council only after being approved by a two-thirds affirmative vote of the members present; no vote on an amendment to this Constitution shall be taken unless a notice of motion has been circulated to all members of Council not less than fourteen days in advance of the meeting at which it is to be considered.

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13. **The membership of Council** shall be:
 - the President of the University, *ex officio*
 - the Vice-President and Provost, or designate, *ex officio*
 - the Dean of the Faculty
 - the Associate Dean[s]
 - ~~--the Assistant Dean Administration (non-voting member)~~
 - the Director, Bachelor of Arts, Architectural Studies Programme
 - ~~--the Director, Bachelor of Architecture Programme (until such time as the programme is phased out)~~
 - the Director, Master of Architecture Programme
 - ~~--the Director, Bachelor of Landscape Architecture Programme (until such time as the programme is phased out)~~
 - the Director, Master of Landscape Architecture Programme
 - the Director, Master of Urban Design Programme
 - Directors of any future academic degree programmes
 - Senior managers within the administrative staff of the Faculty as appointed by the Dean
 - the Faculty Librarian
 - ~~--the Director of Development~~
 - ~~--the Director of Information Technology Design Centre (ITDC)~~

- ~~faculty members~~Teaching staff members of the Faculty as follows:
 - all ~~faculty-teaching staff~~ members holding appointments or cross-appointments (Tenured, Tenure Stream, CLTA, Part-time, and Lecturers) of 50% or greater
 - up to eight other teaching staff members of the ~~faculty~~Faculty holding appointments or cross-appointments (Adjuncts and Sessional Lecturers), who shall be appointed by the Dean
 - all ~~professors~~Professors emeriti~~-Emeriti~~ who consent annually to continue as members of Council
- student members of the Faculty as follows:
 - the president(s) of the recognized student union(s) of the Faculty's programmes
 - one student member elected by and from among the students in each year of the various academic degree programmes
- the Dean of the Faculty of Arts and Science or designate
- the Dean of the Faculty of Applied Science and Engineering or designate
- the Dean of the School of Graduate Studies or designate (non-voting)
- one member elected by and from among the ~~support-staff~~administrative staff of the Faculty
- members from outside the Faculty appointed by the Vice-President and Provost, ~~in consultation with~~ on recommendation of the Dean, up to the following:
 - ~~six-five~~ members from other academic divisions in the University
 - four members from among the alumni of the Faculty, selected in consultation with the Alumni Association
 - four members from the profession of architecture, selected in consultation with the Ontario Association of Architects
 - two members from the profession of landscape architecture, selected in consultation with the Ontario Association of Landscape Architects.
- 14. This Constitution takes effect on the date fixed-it is approved by Governing Council ~~for the establishment of the Faculty~~.

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