



University of Toronto

INSTITUTIONAL RELATIONS, SIMCOE HALL, ROOM 112

APPROVED
BY THE COMMITTEE ON CAMPUS AND
COMMUNITY AFFAIRS OF THE GOVERNING
COUNCIL OF THE UNIVERSITY OF TORONTO

FEB 3 1988

[Signature]
SECRETARY

COMPOSITION AND TERMS OF REFERENCE FOR THE
UNIVERSITY OF TORONTO ALUMNI MAGAZINE ADVISORY BOARD

Within the terms of the objectives for the University of Toronto Alumni Magazine approved by the Campus and Community Affairs Committee, the role of the Advisory Board shall be to advise on general editorial and advertising strategy and priorities and to suggest ways in which the magazine might be improved.

In addition to the magazine editor and Assistant Vice-President, Public Affairs, membership shall consist of:

1. Three alumni members, to be appointed by the President in consultation with the Advisory Board.
2. Three alumni members, to be appointed by the University of Toronto Alumni Association.
3. Two faculty members, to be appointed by the President in consultation with the Advisory Board.
4. One member representing the Department of Development.
5. One member representing the Department of Alumni Affairs.
6. The Vice-President, Development and University Relations, ex officio.

All appointments will be for three year terms. Members may be re-appointed for an additional three-year term.

The chairman will be elected by the Board from among the members in categories 1 and 2 for a two-year term and may be re-elected.

It is the responsibility of the Administration to ensure attendance at meetings of the Advisory Board of appropriate members of the administrative staff, particularly the departments of Alumni Affairs, Communications and Development.

Meetings will be held twice yearly; first meeting to be held at the beginning of the academic year to plan strategy and define goals for the year; second meeting to be held at the end of the academic year to assess fulfillment of goals, effectiveness of strategies, and to consider future directions for the following publication year.

A third meeting will be held during late autumn to deal with exigencies.

February 3, 1988

27 King's College Circle, Toronto, Ontario M5S 1A1 416-978-6310