



Voice: (416) 978-8427
Fax: (416) 978-8182
E-mail: c.oke@utoronto.ca
Web: <http://www.utoronto.ca/govcncl/>

MEMORANDUM

TO: Members of the Governing Council
FROM: Cristina Oke, Secretary to the Executive Committee
DATE: June 21, 2002
RE: Summer Executive Authority

A handwritten signature in black ink, appearing to read 'Cristina Oke'.

Item Identification: Summer Executive Authority

Sponsor: Executive Committee

Background Provided

Each June, the Governing Council is asked to delegate to the President the authority to take any actions necessary on behalf of the Governing Council during the summer months. The individual authorizations are countersigned by the Chairman and are reported for information to the appropriate committee. Items which are not regarded as urgent are held for consideration in the usual manner.

At its meeting on June 17, the Executive Committee endorsed and forwarded to the Governing Council a motion regarding Summer Executive Authority. Following the meeting of the Executive Committee, we identified a discrepancy in part 1.1 of the motion relating to the authority granted to the President with respect to sections in the *Policy on Appointments and Remuneration*. The first provision relates to appointments in the *Policy* in category 2, university officers, category 3, specific unit heads, and category 4, academic administrators.

It is proposed that part 1.1 of the motion be amended to read:

appointments to category 2 and the heads of Internal Audit and Hart House in category 3 of the *Policy on Appointments and Remuneration* approved by the Governing Council of the University of Toronto, dated May 13, 1999.

Reference has been removed to the appointment of academic administrators (category 4) which is assigned to the Academic Board for approval. The Board itself has a Summer Executive Authority mechanism in which the Chair and the Vice-Chair of the Board, the Vice-President and Provost, and the student member of the Agenda Committee approve the appointments on behalf of the Board. Governing Council approval of appointments has been delegated to the Chairman of Governing Council, the President and the Chair of the Academic Board (under the terms of reference of the Academic Board). The Board's Summer Executive Authority process has been in effect since 1988. In addition to the President's and the Chairman's signatures which would normally be required under Governing Council Summer Executive Authority, the current process includes the signature of the Board Chair.

Action Sought:

Be It Resolved

- (i) THAT until the next regular meeting of the Governing Council or its appropriate committee or board, authority be granted to the President for:
 - (1) appointments to category 2 and the heads of Internal Audit and Hart House in category 3 of the *Policy on Appointments and Remuneration* approved by the Governing Council of the University of Toronto, dated May 13, 1999.
 - (2) approval of such additional curriculum changes as may arise for the summer and September 2002;
 - (3) decisions on other matters the urgency of which does not permit their deferral until the next regular meeting of the Governing Council or its appropriate standing committee or board.
- (ii) THAT all actions taken under this authority be approved by the Chairman of the Governing Council prior to implementation and reported to the appropriate committee or board for information.