Governing Council, University of Toronto

Calendar of Business - St. George - Agenda Committee

Cycle: CYCLE_01

	Portfolio	Annual	UTM Campus Affairs	UTM Academic Affairs	UTM Agenda Committee	UTM Campus Council	UTSC Campus Affairs	UTSC Academic Affairs	UTSC Agenda Committee	UTSC Campus Council	Academic Policy & Programs	Planning & Budget	Academic Board	Audit	Business Board	Elections	University Affairs Board	Pension	Executive	Governing Council	Action	Ex Conf
Appointmen 2018-2019 Striking Committee of the Academic Board	GCSEC	✔																			FA	-
Academic Administrative Appointments	PROVOST	✔																			FA	-

Cycle: **CYCLE_02**

	Portfolio	Annual	UTM Campus Affairs	UTM Academic Affairs	UTM Agenda Committee	UTM Campus Council	UTSC Campus Affairs	UTSC Academic Affairs	UTSC Agenda Committee	UTSC Campus Council	Academic Policy & Programs	Planning & Budget	Academic Board	Audit	Business Board	Elections	University Affairs Board	Pension	Executive	Governing Council	Action	Ex. Conf
Academic Administrative Appointments	PROVOST	✔																			FA	-
Cyclical Review of Programs - Part 1	PROVOST	✔									CYCLE_02	CYCLE_02							CYCLE_02	CYCLE_02	FI	-

Cycle: CYCLE_03			UTM				UTSC															
Portfolio	**Annual**	**Campus Affairs**	**Academic Affairs**	**Agenda Committee**	**Campus Council**	**Campus Affairs**	**Academic Affairs**	**Agenda Committee**	**Campus Council**	**Academic Policy & Programs**	**Planning & Budget**	**Academic Board**	**Audit**	**Business Board**	**Elections**	**University Affairs Board**	**Pension**	**Executive**	**Governing Council**	**Action**	**Ex Conf**
Academic Administrative Appointments	PROVOST	✔																			FA	-

Cycle: CYCLE_04			UTM				UTSC															
	Portfolio	Annual	Campus Affairs	Academic Affairs	Agenda Committee	Campus Council	Campus Affairs	Academic Affairs	Agenda Committee	Campus Council	Academic Policy & Programs	Planning & Budget	Academic Board	Audit	Business Board	Elections	University Affairs Board	Pension	Executive	Governing Council	Action	Ex Conf
Academic Administrative Appointments	PROVOST	☑																			FA	-

Cycle: **CYCLE_05**	Portfolio	Annual	UTM				UTSC				Academic Policy & Programs	Planning & Budget	Academic Board	Audit	Business Board	Elections	University Affairs Board	Pension	Executive	Governing Council	Action	Ex. Conf
			Campus Affairs	Academic Affairs	Agenda Committee	Campus Council	Campus Affairs	Academic Affairs	Agenda Committee	Campus Council												
Academic Administrative Appointments	PROVOST	☑																			FA	-
Cyclical Review of Programs - Part 2	PROVOST	☑									CYCLE_05		CYCLE_05							CYCLE_05	CYCLE_05	FI	-

Cycle: **CYCLE_06A**

	Portfolio	Annual	UTM Campus Affairs	UTM Academic Affairs	UTM Agenda Committee	UTM Campus Council	UTSC Campus Affairs	UTSC Academic Affairs	UTSC Agenda Committee	UTSC Campus Council	Academic Policy & Programs	Planning & Budget	Academic Board	Audit	Business Board	Elections	University Affairs Board	Pension	Executive	Governing Council	Action	Ex Conf
2019 - 2020 Nominating Committee for the University Tribunal and the Academic Appeals Committee	PRESIDENT	✔																			FA	-
Academic Administrative Appointments	PROVOST	✔																			FA	-

Cycle: CYCLE_06B				UTM				UTSC														
	Portfolio	Annual	Campus Affairs	Academic Affairs	Agenda Committee	Campus Council	Campus Affairs	Academic Affairs	Agenda Committee	Campus Council	Academic Policy & Programs	Planning & Budget	Academic Board	Audit	Business Board	Elections	University Affairs Board	Pension	Executive	Governing Council	Action	Ex Conf
Academic Administrative Appointments	PROVOST	☑																			FA	-

AGENDA COMMITTEE
Terms of Reference

1. MEMBERSHIP

1.1 Composition

Chair and Vice-Chair of the Academic Board (*ex officio*)
Chair and Senior Assessor, Committee on Academic Policy and Programs (*ex officio*)
Chair and Senior Assessor, Planning and Budget Committee (*ex officio*)
Vice-President and Provost (*ex officio*)
2 teaching staff members of the Academic Board[*]
1 student member of the Academic Board[*]

The Chair and Vice-Chair of the Governing Council, the President and the Chancellor are *ex officio* voting members of the Agenda Committee.

The Committee is chaired by the Chair of the Academic Board.

The President may appoint annually University Officers as non-voting assessor members of the Agenda Committee.

1.2 Term

Terms begin on July 1.

The teaching staff and student members shall be appointed by the Academic Board for one-year terms which may be renewed.

2. QUORUM

One third of the voting members (normally 5).

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[*] The teaching staff and student members will be appointed by the Academic Board on the recommendation of the Striking Committee.

3. FUNCTION

The Agenda Committee is responsible for directing the flow of business within the Academic Board structure and for setting the agenda for the Academic Board meetings. The Committee deals with notices of motion given at the Board or referred to the Board by the Governing Council. On the request of the Chair of the Committee on Academic Policy and Programs or the Chair of the Planning and Budget Committee, the Agenda Committee may deal with notices of motion given to the Committees.

The Agenda Committee is responsible for determining the readiness of items of business for submission to the Academic Board, and for determining the documentation required to accompany each proposal as well as any guests to be invited to each meeting of the Board.

Issues not referred as a matter of course to a Standing Committee will be assigned to the appropriate committee by the Agenda Committee. The Agenda Committee has the authority to determine the application of the distinction between "major" and "minor" issues, where this is required to implement the terms of reference of the Academic Board and its committees.

The Agenda Committee shall recommend to the Academic Board the establishment, when necessary, of Special Committees including the terms of reference, an outline of membership, the anticipated reporting date and the date of disestablishment.

The Agenda Committee is responsible for establishing a representative Striking Committee composed of the Chair and Vice-Chair of the Board, the Vice-President and Provost, and an administrative staff, alumni, and student member of the Board. The Striking Committee recommends the non-Governing Council membership of the Board (except teaching staff and librarians, who are elected) and its Standing Committees and various other appointments.

The Agenda Committee is responsible for establishing the Nominating Committee for the University Tribunal and the Academic Appeals Committee[1], which recommends the appointment of the Senior Chair, the Associate Chairs, and the co-chairs of the University Tribunal and the appointment of the Senior Chair and the Chairs of the Academic Appeals 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, 1971*, the approval shall be confirmed by a committee consisting of the Chair of the Governing Council, the President, and the Chair of the Academic Board.

4. PROCEDURES

The Agenda Committee meets in closed session.

Revisions approved October 27, 2011 by the Governing Council
Revisions approved June 24, 2010 by the Governing Council
Revisions approved February 9, 2006 by the Governing Council
18805

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[1] The Nominating Committee for the University Tribunal and the Academic Appeals Committee shall be composed of a teaching staff, a student and a lay member or former member of the Academic Board or Governing Council, and a President's designate, at least two of whom will have appropriate legal knowledge.