

**CONSTITUTION OF THE COUNCIL
OF THE
FACULTY OF KINESIOLOGY AND PHYSICAL EDUCATION
UNIVERSITY OF TORONTO**

Article I. The Council of the Faculty of Kinesiology and Physical Education, hereafter described as the “Faculty Council”, exercises its responsibilities under the provisions of the University of Toronto Act, 1971, as amended.

Article II. In this Constitution and the accompanying by-laws:

Section 2.01 “Faculty” means the Faculty of Kinesiology and Physical Education and “Council” means the properly composed Council of the Faculty of Kinesiology and Physical Education of the University of Toronto.

Section 2.02 “Teaching Staff” means a member of the Faculty of Kinesiology and Physical Education who holds an academic appointment of 50% or more in the Faculty of Kinesiology and Physical Education and who holds the rank of Professor, Assistant Professor, Associate Professor, Assistant Professor (conditional), Senior Lecturer, Lecturer, Senior Tutor, Tutor, Senior Athletics Instructor or Athletics Instructor.

Section 2.03 “Administrative Staff” means an appointed staff member of the Faculty of Kinesiology and Physical Education who is not a member of the teaching staff and who holds an appointment of 50% or more.

Section 2.04 “Undergraduate student” means any student registered in a program of study leading to a degree, post-secondary diploma, or certificate in the Faculty of Kinesiology and Physical Education who is not registered in the School of Graduate Studies.

For the purpose of Appendix A (The Council of Athletics and Recreation Constitution), “student” means any student defined according to the current regulations governing elections to the Governing Council.

Section 2.05 “Graduate student” means any student registered with the School of Graduate Studies in a program of study leading to a degree, post-secondary diploma or certificate in the Faculty of Kinesiology and Physical Education.

Section 2.06 “Alumni” means anyone who has received a degree, post-secondary diploma, or certificate from the Faculty, or who has completed one

year of full-time studies while registered in the Faculty, who is no longer registered as a student and who is not a member of the teaching or administrative staff of the University.

Article III. Subject to the provisions of the University of Toronto Act, 1971, and the approval, as required or appropriate, of the Governing Council of the University, Council shall have the following powers and duties:

Section 3.01 Council shall determine the number, size, composition and authority of Standing Committees of the Faculty Council.

Section 3.02 Council recommends for approval to the appropriate body of Governing Council amendments to divisional academic policies. Academic policy sets out the principles for, the general directions of, and/or priorities for the teaching and research activities of the Faculty.

Section 3.03 Council plays an advisory role, tendering advice to the divisional administration.

Article IV The specific powers and duties of Council are the following:

Section 4.01 Council shall determine the rules and regulations for governing its procedures and its decisions shall be made by resolutions passed at its meetings.

Section 4.02 Council shall pass by-laws regulating the exercise of its powers, the calling and conduct of its meetings, and the method of appointment or election of its members.

Section 4.03 Council shall have the power to establish, alter, or disband its committees as deemed necessary and to determine their composition, authority, quorum, and method of appointment of their members and chairs. Council has authority over recommendations brought forward by such committees, be that in its decision-making capacity or in its advisory role.

Section 4.04 Council shall determine the standards of admission of students to the Faculty and may delegate this responsibility to committees or officers of the Faculty. New policies and practices or amendments to existing ones which affect the whole Faculty are recommended to the appropriate body of Governing Council for approval.

Section 4.05 Council shall award scholarships, bursaries, prizes and other awards in the name of the Faculty and may delegate this responsibility to committees or officers of the Faculty.

Section 4.06 Council shall establish policies and procedures with respect to petitions and appeals by undergraduate students in connection with the application of academic rules and regulations by officers of the Faculty or by instructors in connection with academic standing in the Faculty. A Committee of Council shall make rulings on all such appeals and such rulings shall be final and binding, subject to an appeal to the Governing Council.

Procedures for academic appeals by graduate students are determined by the School of Graduate Studies in accordance with the *Policy on Academic Appeals within Divisions*.

Section 4.07 Determine the nature and content of all courses of study and programs offered by the Faculty, subject to the approval of the Governing Council, where required and shall monitor the quality and standards of the programs.

Council shall consider the content, quality, and requirements of the academic programs and courses of study that lead to degrees, diplomas, certificates, credits, and non-credit courses over which the Faculty has authority; it shall consider proposals for the closure of any such programs or courses of study; and it shall monitor the quality and standards of the programs and courses of study.

Council shall recommend for approval to the appropriate body of Governing Council proposals for new academic programs.

Council shall have delegated authority to approve proposals for major and minor modifications to existing academic programs. Definitions of major modifications of existing programs, minor modifications, and new academic programs are provided in the *University of Toronto Quality Assurance Process* and are subject to change. Guidance from the Office of the Vice-Provost, Academic Programs, should be sought prior to the development of any such proposal. All major modifications shall be reported annually for information to the appropriate body of Governing Council.

Council shall have delegated authority to approve proposals for the modification of existing diploma and certificate programs, pursuant to the University's *Policy on Diploma and Certificate Programs*. An annual report on such actions as required by the *Policy*, shall be provided for information to the appropriate body of Governing Council.

Section 4.08 Subject to the provisions of the above, Council may delegate its authority for the approval of minor modifications to academic programs to various committees. All such changes shall be reported for information to Council. The decision of whether a matter is major or minor may be made by the Committee Chair in consultation with the Chair of Council, and/or the Dean or his/her

designate, and/or the Vice-President and Provost or his/her designate.

Section 4.09 Council may be one venue in which consideration and discussion of a review report of an academic program and/or unit may occur, consistent with the protocol outlined in the *University of Toronto Quality Assurance Process*.

Section 4.10 Council shall review and approve or recommend for approval to the Governing Council proposals concerning Extra-Departmental Units in the Faculty, pursuant to the *Policy on Interdisciplinary Education and Research Planning*.

Section 4.11 Council shall have delegated authority to approve transcript notations within existing degree programs, in accordance with University policy. An annual report on such actions, as required by policy, shall be provided for information to the appropriate body of Governing Council.

Section 4.12 Council shall consider recommendations from the Council of Athletics and Recreation concerning overall policies in athletics and recreation, subject to the approval of the Governing Council, as required.

Section 4.13 Council shall consider operating plans and budget proposals from the Council of Athletics and Recreation and comment on them to the appropriate body of Governing Council.

Article V Powers, duties, and responsibilities of the Dean

Section 5.01 Council recognizes that the Dean exercises powers under the authority of the "*Policy on Appointment of Academic Administrators*" which states that "the Dean of the Faculty is the chief executive officer of the Faculty and reports directly to the Vice-President and Provost."

Section 5.02 While the Dean may delegate authority to other academic administrators in the Faculty, the Dean retains responsibility for the overall direction of the Faculty and, in particular, for authority over the budget and other financial matters, personnel matters, including appointments and promotions, and extra-Faculty relationships. In this respect, Council recognizes that the Dean has ultimate authority for the allocation and management of the Faculty's resources.

Section 5.03 The Dean shall consult with members of the Faculty on matters of policy and practice but is ultimately responsible for all administrative decisions that are within his/her jurisdiction and authority.

Section 5.04 The Dean shall advise Council of the resource implications of proposed academic policy decisions.

Section 5.05 The Dean may consult with Council on administrative proposals that may have a significant impact on the academic programs of the Faculty.

Article VI The Membership of the Faculty Council comprises:

Section 6.01 Ex-officio members (with voting privileges, unless otherwise noted):

- The President of the University or designate
- The Vice-President and Provost or designate
- The Dean of the School of Graduate Studies or designate (non-voting)
- The Dean of the Faculty
- One professional librarian appointed by the University Librarian
- The Associate Deans of the Faculty
- The Assistant Deans of the Faculty
- The Registrar of the Faculty
- The Chief Administrative Officer of the Faculty
- The President of the Faculty's Undergraduate Student Society
- The President of the Faculty's Graduate Student Society
- The President of the Faculty's Alumni Association or designate

Section 6.02 Other voting members of the Council may be elected or appointed, and include the following constituencies:

- All teaching staff of the Faculty as defined in section 2.02.
- Two professors emeritae/i of the Faculty.
- One member elected from and by the staff with curricular teaching duties in undergraduate practica courses.
- One member elected from and by those who serve as Faculty of Kinesiology and Physical Education practica instructors on a sessional, part-time basis.
- Six undergraduate students elected from and by the students in the undergraduate program in the Faculty of Kinesiology and Physical Education.
- Four members elected from and by the administrative staff of the Faculty.

- The Co-Chairs of the Council of Athletics and Recreation.

Article VII. Term and Quorum of Council

Section 7.01 The term of office of the Faculty Council members and committees shall be from July 1 to June 30 of the following calendar year, with some student members beginning in the September session.

Section 7.02 The quorum for a meeting of Council shall be one-third of the voting members. This number will be determined each year.

Article VIII Officers

Section 8.01 Faculty Council members shall elect at its final meeting of the year, from among its members, the Chair. The term of office shall normally be for two years from July 1 to June 30. In the absence of the Chair, the Council shall elect an Acting Chair, upon the recommendation of the Dean.

The Chair shall be a non-voting member of Council.

Section 8.02 The Chair shall preside at all meetings of Council. In the absence of the Chair, any member of the Executive Committee may convene the meeting and an acting Chair shall be chosen by a majority of voting members present for the meeting.

Section 8.03 The Secretary shall be appointed by the Dean and shall be a non-voting ex-officio member of Council.

Article IX Meetings of Faculty Council

Section 9.01 The Faculty Council shall meet at least four times during each academic year. Notice of each meeting, including a proposed agenda, shall be given to members at least one week in advance of the meeting.

Section 9.02 A special meeting may be called by the Chair of the Faculty Council, the Dean of the Faculty of Kinesiology and Physical Education, or upon the written request of five members of the Faculty Council. In the case of special meetings, a notice of three business days is required.

Section 9.03 Each voting member of Council has one vote on any question. Motions pass with a simple majority unless otherwise stated in the rules of procedure of the Council. In case of a tie vote, the Chair may cast a deciding vote or redirect the question for further consideration.

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Section 9.04 The meetings of Faculty Council are open to all members of the University community except when matters of a confidential nature are under discussion. The Faculty Council will then move *in camera*.

Section 9.05 The members of Faculty Council are entitled to participate fully in meetings of the Faculty Council, to speak, to propose motions, to vote on all questions except those where the Chair rules there is a conflict of interest, and to serve on committees and task groups selected and/or appointed by the Faculty Council. In the case of substantive motions which are not on the Council agenda, a two-thirds vote is necessary to add them to the agenda. Members of Committees who are not members of Council may address Council on matters within the jurisdiction of the committee of which they are a member and participate in the debate but they may not vote.

Section 9.06 The decisions of Faculty Council are available to all members of the University community through the Minutes of Faculty Council, which are kept in the Faculty Office.

Article X By-Laws

Section 10.01 The procedures of Council will be set forth in the By-Laws of Council.

Section 10.02 The composition, powers, duties, and procedures of Standing and Special Committees shall be set forth in the By-Laws of Council.

Article XI Parliamentary Authority

Section 11.01 The rules contained in the most recent edition of Bourinot's Rules of Order shall govern the Council in all cases to which they are applicable and in which they are not inconsistent with the By-Laws and any special rules of order the Council may adopt.

Article XII Amendment of the Constitution and By-Laws

Section 12.01 The Constitution of the Council may only be amended with the approval of the Council and the Governing Council of the University of Toronto. Voting shall take place at a regularly constituted meeting to which there has been three weeks notice of the proposed amendment. An affirmative vote to amend the Constitution is required by two-thirds of the members of Council present and voting. Following approval of the recommended amendment by Council, the amendment is forwarded to Governing Council for approval.

Section 12.02 The By-Laws of the Council may be amended at any regular meeting of the Council by a two-thirds majority of those present

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and voting, provided that there has been three weeks notice of the proposed amendment.

Article XIII. Council of Athletics and Recreation

Section 13.01 The athletic and recreational activities of the Faculty shall be governed by a Council, whose constitution and powers are outlined in the Constitution of the Council of Athletics and Recreation, as in Appendix A hereto, which forms part of the Constitution of the Faculty Council.

Section 13.02 Amendments to the Constitution of the Council of Athletics and Recreation will be considered for approval by the Faculty Council and the Governing Council body with assigned responsibility for Athletics and Recreation.

Amended and approved by Faculty Council on May 21, 2009 and approved by the Executive Committee of the Governing Council on June 15, 2009.

Amended and approved by Faculty Council on February 27, 2012, and approved by the Executive Committee of the Governing Council on XX, 2012.

**APPENDIX A to the Constitution of the Council of the
Faculty of Kinesiology and Physical Education**

**CONSTITUTION
OF THE COUNCIL OF
ATHLETICS AND RECREATION**

ARTICLE I – NAME

The “Council” shall be named the Council of Athletics and Recreation of the Faculty of Kinesiology and Physical Education.

ARTICLE II – OBJECTIVES

Subject to the approval of the Council of the Faculty of Kinesiology and Physical Education, the Council oversees the athletic and recreational programs and services provided by the Faculty. The objectives for athletics and recreation programs are, in order of priority:

- 1.a. To provide; vocational instruction, physical recreation, intramural, intercollegiate, and other athletic competition.
- b. To contribute to and promote the continuing well-being of members of the University community by providing programs that stress the values and habits of physical activity and by providing physical activity and sport program opportunities.
- 2.a. To provide opportunity for outstanding students, to pursue world standards of performance and to provide for empirical research into the requirements of excellence in selected sports.
- b. To supplement Physical Activity & Sport opportunities for members of the adjacent community by providing and promoting appropriate programs on a regular basis in co-operation with External Government Organizations.
- c. To supplement, where possible, Physical Activity & Sport opportunities for the community to use University facilities for training, competitions and special demonstrations.

The Council is responsible for all athletics and recreational program areas on the St. George campus, the Intercollegiate and High Performance Sport program, and any Physical Activity & Sport programs which are administered on a university-wide basis.

ARTICLE III – POWERS AND DUTIES

The Council exercises its powers and duties under the University of Toronto Act, 1971, as amended. These powers and duties, subject where necessary to the approval of the Governing Council, shall be:

- a. To recommend policy on all matters pertaining to Physical Activity and Sport.
- b. To serve, by virtue of its representative nature, as a medium of information, communication and co-ordination.
- c. To establish committees, define their membership, and delegate powers and duties to them through its By-Laws, and to review and deal with reports of these committees.
- d. To recommend the annual operating plan for athletics and recreation, including the allocation of funds to program areas, for approval by Governing Council.
- e. To recommend policy regarding the use of the athletics and recreation facilities administered by the Faculty.
- f. To recommend the fees to be levied in support of athletics and recreation for approval by Governing Council.
- g. To recommend policy regarding the fees charged for the use of the athletic and recreation facilities.
- h. To determine the criteria for and to award prizes and awards in recognition of athletic achievement.
- i. To exercise final disciplinary authority over athletics and recreation members insofar as use of the athletic and recreation facilities and participation in programs and services are concerned.
- j. To make rules and regulations to govern the proceedings of the Council.
- k. To determine the manner and procedure of election of its members and to conduct such elections and by-elections.
- l. To fill vacancies that arise on Council or to conduct elections to fill vacancies on Council. (The decision to appoint, or to conduct elections, shall be made by the Striking Committee with the consent of Council, and should be determined by length of time left in vacancy, financial and logistical difficulties in conducting elections, and availability of appropriate candidates.)

ARTICLE IV – MEMBERSHIP

Gender equity in the membership of Council and its committees is a goal of the Faculty.

- a. Ex Officio:
- i) The President of the University.

 - ii) The Dean of the Faculty of Faculty of Kinesiology and Physical Education.

 - iii) The Directors of Athletics and Recreation at University of Toronto Mississauga and University of Toronto Scarborough.

 - iv) The Assistant Dean, Co-curricular Physical Activity and Sport of the Faculty of Kinesiology and Physical Education.

Each of the above members may designate a representative at any time and such representatives shall have full speaking and voting rights on Council.

- b. Instructional and administrative staff of the Faculty whose primary responsibilities deal with the non-credit programs and services in athletics and recreation:

Four full-time staff members elected by and from among the full-time staff. In keeping with the Faculty's goal of ensuring gender equity, normally there will be two female members and two male members.

- c. Students:
- i) twelve student members, (in keeping with the Faculty's goal of ensuring gender equity, normally there will be six female and six male) elected by student members of the athletic and recreational programs and services of the Faculty.

 - ii) three student members – one appointed by each of the *University of Toronto Students' Union (UTSU)*, the Association of Part-time Undergraduate Students (APUS), and the Graduate Students' Union (GSU).
- d. Staff:
- i) one teaching staff member of the University, elected by teaching staff members of the athletic and recreation programs and services of the Faculty.

 - ii) one administrative staff member of the University, elected by administrative staff members of the athletic and recreational programs and services of the Faculty.

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- e. Alumnae/i: one alumnae/i member elected by alumnae and alumni members of the athletic and recreational programs and services of the Faculty.
- f. General Public: one member of the public, appointed by the President because of recognized expertise with recreational activities.
- g. T-Holders (a T-Holder is an alumnae/i who was a member of an intercollegiate team)
 - i) In keeping with the Faculty's goal of ensuring gender equity, normally there will be one female member appointed by the Board of Directors of the T-Holders' Association.
 - ii) In keeping with the Faculty's goal of ensuring gender equity, normally there will be one male member appointed by the Board of Directors of the T-Holders' Association.
- h. The Chair of the Council of the Faculty of Kinesiology and Physical Education, the Chief Administrative Officer of the Faculty and the Faculty's non-academic directors, shall be non-voting assessors to the Council.

ARTICLE V - OFFICERS

The Officers of the Council shall be:

- a. Honorary Chair – the President of the University of Toronto or designate
- b. Co-Chairs – elected by the Council from among its non-ex officio members
- c. Executive Secretary – the Dean of the Faculty or designate

ARTICLE VI - MEETINGS

- a. All meetings of the Council and its standing and special committees shall be open except as provided in the By-Laws.
- b. The Co-Chairs shall determine the frequency of its meetings.
- c. The Council shall meet at least two times during each academic year.

ARTICLE VII – COUNCIL EXECUTIVE

The Council Executive shall consist of the officers in Article V, plus two annually appointed members of the Council. Such members shall be appointed at the April or the first meeting of Council.

This Executive has the authority to act on important issues when it is impossible or impractical to schedule a full Council meeting. Any actions taken by Council Executive shall be brought to Council's attention at the earliest possible time.

ARTICLE VIII – AMENDMENTS

On the recommendation of two-thirds of the voting members present at any meeting, the Council may propose an amendment to its Constitution to the Council of the Faculty of Kinesiology and Physical Education, for its approval and transmission to the Governing Council of the University of Toronto. At least three weeks notice of any proposed amendment shall be given to the Council.



UNIVERSITY OF TORONTO
FACULTY OF MEDICINE

University of Toronto

Faculty of Medicine

Constitution

Faculty Council

Approved: **M/D/Y**



CONSTITUTION

FACULTY OF MEDICINE

Revised M/D/Y

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CONSTITUTION OF THE COUNCIL OF THE FACULTY OF MEDICINE

I. Authority from the U of T Act

The Council of the Faculty of Medicine exercises its duties and powers under the provisions of the University of Toronto Act 1971, as amended.

II. Option to report to Governing Council

Subject to the provisions of the University of Toronto Act 1971, as amended, Council shall report on such matters as it may determine to Governing Council.

III. Definitions

In this Constitution and the accompanying By-laws:

“Faculty” means the Faculty of Medicine and “Council” means the properly composed Council of the Faculty of Medicine of the University of Toronto.

“Teaching Staff” means a member of the Faculty of Medicine who holds an academic appointment of 50% or more in the Faculty of Medicine and who holds the rank of Professor, Associate Professor, Assistant Professor, Assistant Professor (conditional), Senior Lecturer, Lecturer, Senior Tutor, or Tutor.

“Undergraduate Student” means any student registered in a program of study leading to a degree, post-secondary diploma, or certificate in the Faculty of Medicine who is not registered in the School of Graduate Studies.

“Graduate Student” means any student registered in the School of Graduate Studies in a program of study leading to a degree, post-secondary diploma, or certificate in the Faculty of Medicine

“Alumni” means anyone who has received a degree, post-secondary diploma, or certificate from the Faculty, or who has completed one year of full-time studies while registered in the Faculty, who is no longer registered as a student and who is not a member of the teaching or administrative staff of the University.

“Administrative Staff” means an appointed staff member of the Faculty of Medicine who is not a member of the teaching staff and who holds an appointment of 50% or more.

IV. Council to determine its rules and regulations

Council shall determine rules and regulations for governing its proceedings and those of its committees, including provisions for quorum at meetings.

V. Council to pass by-laws

Council shall pass by-laws regulating the exercise of its powers, the calling and the conduct of its meetings, and the method of appointment or election of its members.

VI. Council to establish committees

Council shall have the power to establish, alter, or disband its committees as deemed necessary and to determine their composition, authority, quorum, and method of appointment of their members and chairs. Council has authority over recommendations brought forward by such committees, be that in its decision-making capacity or in its advisory role.

VII. Authority for Academic Policy

A. Council has authority for the academic policies of the Faculty and recommends for approval to the appropriate body of Governing Council, amendments to divisional academic policies as required. Academic policy sets out the principles for, the general directions of and/or priorities for the teaching and research activities of the Faculty. Decisions on academic policy shall be referred to Council for discussion, advice and approval.

B. Without limiting the generality of the foregoing, among the specific powers, duties and responsibilities of Council are the following:

i) Academic Programs

Council shall consider the content, quality, and requirements of the academic programs and courses of study that lead to degrees, diplomas, certificates, credit and non-credit courses over which the Faculty has authority; Council shall consider proposals for the closure of any such programs or courses of study; and Council shall monitor the quality and standards of the programs and courses of study.

Council shall recommend for approval to the appropriate body of Governing Council proposals for new academic programs.

Council shall have delegated authority to approve proposals for major and minor modifications to existing academic programs¹. All major modifications shall be reported annually for information to the appropriate body of Governing Council.

Council shall have delegated authority to approve proposals for the modification of existing diploma and certificate programs, pursuant to the University's Policy on Diploma and Certificate Programs. An annual report on such actions as required by the Policy, shall be provided for information to the appropriate body of Governing Council.

¹ Definitions of major modifications of existing programs, minor modifications, and new academic programs are provided in the University of Toronto Quality Assurance Process and are subject to change. Guidance from the Office of the Vice-Provost, Academic Programs, should be sought prior to the development of any such proposal.

ii) Academic departments and units

Council shall consider and recommend for approval to the Governing Council proposals to create or terminate academic departments and units of the Faculty. Council shall also review and approve or recommend for approval to the Governing Council proposals concerning Extra-Departmental Units in the Faculty, pursuant to the Policy on Interdisciplinary Education and Research Planning. When such proposals have significant implications for other Faculties and Schools of the University, their advice shall be sought

iii) Delegation of authority over teaching programs

Subject to the provisions of A, B i), and ii), Council may delegate its authority over teaching programs and their component courses of study to its Standing Committees, to make minor changes. All such changes shall be reported for information to Council. Major changes to any program require the approval of Council. The decision of whether a matter is major or minor may be made by the Committee Chair in consultation with the Speaker of Council, and/or the Dean or his/her designate, and/or the Vice-President and Provost or his/her designate

iv) Review of academic programs and units

Council may be one venue in which consideration and discussion of a review report of an academic program and/or unit may occur, consistent with the protocol outlined in the *University of Toronto Quality Assurance Process*.

v) Transcript notations

Council shall have delegated authority to approve transcript notations within existing degree programs, in accordance with University policy. An annual report on such actions, as required by policy, shall be provided for information to the appropriate body of Governing Council.

vi) Admissions

Council shall determine the standards of admission of students to the Faculty. New admissions policies and practices or amendments to existing ones which affect the whole Faculty are recommended to the appropriate body of Governing Council for approval.

vii) Awards

Council shall award scholarships, bursaries, prizes and other awards in the gift of the Faculty and may delegate this responsibility to committees or officers of the Faculty.

viii) Petitions and Appeals

Council shall establish policies and procedures with respect to petitions and appeals by undergraduate students in connection with the application of academic rules and regulations by officers of the Faculty or by instructors in

connection with academic standing in the Faculty. A Committee of Council shall make rulings on all such appeals and such rulings shall be final and binding, subject to an appeal to the Governing Council.

Procedures for academic appeals by graduate students are determined by the School of Graduate Studies in accordance with the Policy on Academic Appeals within Divisions.

ix) Advisory Role

Council plays an advisory role, tendering advice to the divisional administration.

VIII. Membership of Council

All members are voting unless otherwise noted.

<u>Constituency</u>	<u>Title</u>		
1	President of the University or designate	1	
2	Vice-president and Provost or designate	1	
3	University Librarian or designate	1	
4	Deans of other Faculties	7	(Arts and Science, Dentistry, School of Graduate Studies, Lawrence S. Bloomberg Faculty of Nursing, Leslie Dan Faculty of Pharmacy, Kinesiology and Physical Education and Factor-Inwentash Faculty of Social Work)
5	Dean of the Faculty of Medicine	1	
	Deputy Dean		
6	Vice-Deans	1	
7	Associate Deans	4	
8	Departmental Chairs & Directors	10	
9	Speaker and Deputy Speaker	2	
10	Chairs of Standing Committees*	6	
11	Elected Representatives of Basic Science Departments	8	
12	Elected Representatives of Clinical Science Departments	12	
13	Elected Representatives of the Community Health Departments	2	
14	Elected Representatives of the Rehabilitation Departments	3	
15	Elected Representatives of the Faculty at Large	14	

16	Elected Student Representatives	19	[Undergraduate Medicine (12), Radiation Sciences Program (1), Postgraduate Medicine (1), Graduate(5)]
17	Alumni Representatives	2	Medicine (2)
18	Chief Executive Officers of Affiliated Teaching Hospitals	1	
19	Representative of Public Health Teaching Units	1	
20.	Administrative Staff	2	

* If not otherwise on Council, shall be members *ex officio*

Officers

Speaker and Deputy Speaker

The Council normally shall elect at its final meeting of the year, by and from among its members for that year, a Speaker and a Deputy Speaker for the succeeding three years. The Speaker shall be a non-voting member of Council.

Presiding Officer

The Speaker shall preside at all meetings of Council. In the absence of the Speaker, the Deputy Speaker shall preside. In the absence of both the Speaker and the Deputy Speaker, any member of the Agenda Committee may convene the meeting and a Speaker shall be chosen from the Agenda Committee members present by a majority of the voting members present for the meeting.

Secretary

The Secretary of Council shall be appointed by the Dean in consultation with the Chair. The Secretary shall be a non-voting *ex-officio* member of Council.

IX. Meetings

A. Regular Meetings

There shall normally be 3 regular meetings of Council in each academic year. Notice of each meeting, including a proposed agenda, shall be given to members at least two weeks in advance of the meeting.

Meetings of Council shall be open to the public except when matters of a confidential nature may be discussed. The Faculty Council will then move *in camera*.

B. Special Meetings

A special meeting may be called by the Speaker of the Council, the Dean of the Faculty, or upon the written request of 10 members of the Council, and shall be convened within 30 days to consider the matter(s) requiring the meeting. Notice of such a meeting shall be given at least two weeks in advance.

C. Term and Quorum of Council

The term of office of members of Council shall be from July 1 to June 30, with the term of Student members beginning in September.

A quorum shall be 20 members from constituencies 5-22.

D. Voting

Each voting member of Council has one vote on any question. Motions pass with a simple majority unless otherwise stated in the rules of procedure of the Council

X. Powers, Duties and Responsibilities of the Dean

A. Dean is Chief Executive Officer

Council recognizes that the Dean exercises powers under the authority of the "Policy on Appointment of Academic Administrators" which states that "the Dean of the Faculty is the chief executive officer of the Faculty and reports directly to the Vice-President and Provost."

B. Overall direction of the Faculty

While the Dean may elect to delegate authority to other academic administrators in the Faculty, the Dean retains responsibility for the overall direction of the Faculty and in particular for authority over the budget and other financial matters, personnel matters including appointments and promotions and extra-Faculty relationships. In this respect, Council recognizes that the Dean has ultimate authority for the allocation and management of the Faculty's resources.

C. Seeking Council's advice concerning academic policy

The Dean shall consult with members of the Faculty on matters of policy and practice but is ultimately responsible for all administrative decisions that are within his/her jurisdiction and authority.

The Dean shall advise Council of the resource implications of proposed academic policies.

The Dean may consult with Council on administrative proposals that may have a significant impact on the academic programs of the Faculty.

D. Concerning teaching under the authority of another Council

Recognizing that Faculty of Medicine teaching staff are responsible for certain teaching programs and courses of study leading to degrees, diplomas, certificates, credit and non-credit courses under the authority of the Councils of other Faculties and Schools of the University, the Dean of the Faculty of Medicine shall seek the

advice of the Council of the Faculty of Medicine whenever it is proposed to initiate, terminate or make changes to such programs of instruction, courses of study or academic departments or units that will have major implications for the Faculty of Medicine.

XI. By-Laws

The procedures of Council will be set forth in the By-Laws of Council.

The composition, powers, duties, and procedures of Standing and Special Committees shall be set forth in the By-Laws of Council.

XII. Parliamentary Authority

The rules contained in the most recent edition of Bourinot's Rules of Order, shall govern the Council in all cases to which they are applicable and in which they are not inconsistent with the By-Laws and any special rules of order the Council may adopt.

XIII. Amendment of the Constitution

The Constitution of the Council may only be amended with the approval of the Faculty Council and the Governing Council of the University of Toronto. The process is initiated at the Council of the Faculty of Medicine by notice of motion being presented to Council two weeks before the matter will be considered. After debate on the amendment is complete, an affirmative vote by two-thirds of the members present and voting is required. Following approval of the amendment by the Council, the amendment is forwarded to Governing Council for approval.

XIV. Amendment of the By-Laws of the Council

The By-Laws of the Council may be amended with the approval of a two-thirds majority of Council members present and voting. Voting shall take place at a regularly constituted meeting to which there has been two weeks notice of the proposed amendment.

Amended and approved by Faculty Council on February 27, 2012 and approved by the Executive Committee of the Governing Council on Month Day, year.

Proposed Revisions

University of Toronto

New College Constitution

I. The Council of New College exercises its powers and duties under the provisions of the *University of Toronto Act, 1971*, as amended.

II. Definitions

In this Constitution and the accompanying By-laws:

II.1 “College” means New College and “Council” means the properly composed Council of New College of the University of Toronto.

II.2 “Teaching Staff” means a member of New College who holds an academic appointment of 50% or more at the University of Toronto and who holds the rank of Professor, Associate Professor, Assistant Professor (conditional), Senior Lecturer, Lecturer, Senior Tutor, or Tutor.

II.3 “Other Academic Appointees” means a member of New College who holds the position of Sessional Lecturer I, II or III.

II.4 “Administrative Staff” means an appointed staff member of New College who is not a member of the teaching staff.

II.5 “Student” means any student registered in a program of study leading to a degree, post-secondary diploma, or certificate at the University of Toronto, who is a member of New College.

II.6 “Alumni” means anyone who was a member of New College and who has received a degree, post-secondary diploma, or certificate from the University of Toronto, or who has completed one year of full-time studies while registered at the University of Toronto, who is no longer registered as a student and who is not a member of the teaching or administrative staff of the University.

II.7 “Member” means any teaching staff, teaching assistants, Writing Centre instructors, sessional lecturers, residence dons, administrative staff, and currently registered students who are affiliated with New College.

II.8 “Honorary Member” means past Principals and anyone else so named by the Members Committee.

III. Council's General Powers, Duties and Responsibilities

Subject to the provisions of the *University of Toronto Act, 1971*, and the approval, as required or as appropriate, of the Governing Council of the University, Council shall have the following powers and duties.

III.1 Council shall determine its composition and the number, composition and authority of its committees.

III.2 Council recommends for approval to the appropriate body of Governing Council amendments to College academic policies. Academic policy sets out the principles for, the general directions of, and/or priorities for the teaching and research activities of the College.

III.3 Council plays an advisory role, tendering advice to the College administration.

IV. Council's Specific Powers and Duties

The specific powers and duties of Council are the following:

IV.1 Council shall determine the rules and regulations for governing its procedures and its decisions shall be made by resolutions passed at its meetings.

IV.2 Council shall pass by-laws regulating the exercise of its powers, the calling and conduct of its meetings, and the method of appointment or election of its members.

IV.3 Council shall have the power to establish, alter, or disband its committees as deemed necessary and to determine their composition, authority, quorum, and method of appointment of their members and chairs. Council has authority over recommendations brought forward by such committees, be that in its decision-making capacity or in its advisory role.

IV.4 Council shall award scholarships, bursaries, prizes and other awards in the gift of the College and may delegate this responsibility to committees or officers of the College.

IV.5 Council shall establish policies and procedures with respect to appeals by students in connection with the application of the New College Residence Rules and Regulations.

IV.6 Council shall consider the content, quality, and requirements of the academic programs and courses of study that lead to degrees, diplomas, certificates, credits, and non-credit courses which the College sponsors. Council shall consider proposals for the closure of any such programs or courses of study, and it shall monitor the quality and standards of the programs and courses of study.

Council shall recommend for approval by the Council of the Faculty of Arts and Science, the following:

- proposals for new academic programs; and
- proposals for major and minor modifications to existing academic programs.¹

¹ Definitions of major modifications of existing programs, minor modifications, and new academic programs are provided in the *University of Toronto Quality Assurance Process* and are subject to change. Guidance from the Office of the Vice-Provost, Academic Programs, should be sought prior to the development of any such proposal.

IV.7 Council may be one venue in which consideration and discussion of a review report of an academic program and/or unit may occur, consistent with the protocol outlined in the *University of Toronto Quality Assurance Process*.

V. Powers, Duties and Responsibilities of the Principal

V.1 Council recognizes that the Principal exercises powers under the authority of the “*Policy on Appointment of Academic Administrators*” which states that “the Principal of a College is the chief executive officer of the College and reports directly to the Vice-President and Provost.”

V.2 While the Principal may delegate authority to other academic administrators in the College, the Principal retains responsibility for the overall direction of the College and, in particular, for authority over the budget and other financial matters, personnel matters, including appointments and promotions, and extra-College relationships. In this respect, Council recognizes that the Principal has ultimate authority for the allocation and management of the College’s resources.

V.3 The Principal may consult with members of the College on matters of policy and practice but is ultimately responsible for all administrative decisions that are within his/her jurisdiction and authority.

V.4 The Principal shall advise Council of the resource implications of proposed academic policy decisions.

V.5 The Principal shall consult with Council on administrative proposals that may have a significant impact on the College.

VI. Membership of the Council

VI.1 Ex-officio members (voting)

The President of the University, or designate
The Vice-President and Provost, or designate
The Principal
The Vice-Principal
The Registrar
The Director of Residence and Student Life
The Director of Business Services
The Senior Development Officer
The Alumni Development Officer
The Director of Summer and International Programs
The Librarian
The Director of the New College Writing Centre
One Associate Registrar
The Director of each academic program sponsored by the College
The Director of the Women and Gender Studies Institute

The Director of the Human Biology Program
The President of the New College Student Council
One Vice-President of the New College Student Council
Two (2) Presidents of the New College Residence Council

VI.2 Other voting members elected or appointed:

Six (6) elected members of the Teaching Staff;

One (1) representative of the dons in residence;

One (1) representative of the teaching assistants, Writing Centre instructors, and Other Academic Appointees;

Six (6) student representatives;

One (1) course or student union representative corresponding to each academic program housed at the College;

Two (2) Alumni of the College;

One (1) representative from the Administrative Staff currently represented by USWA Local 1998;

One (1) representative from the caretaking and service staff currently represented by CUPE Local 3261.

VII. Terms and Quorum of Council

VII.1 Terms of office of members of Council and its Committees shall be from July 1 to June 30, with some Student members beginning in the September session.

VII.2 Members representing the teaching staff shall hold office for two years and may be re-elected or re-appointed.

VII.3 All other elected and appointed members shall hold office for a term of one year, and may be re-elected or re-appointed.

VII.4 The quorum for a meeting of Council shall be one-third of the voting members. This number will be determined each year.

VIII. Officers

VIII.1 The Council normally shall elect a Chair (non-voting) at its first meeting of the year, by and from among its members for that year who will be continuing members.

VIII.2 The Chair shall convene meetings of Council, and be responsible for maintaining the orderly conduct of the business of Council and shall receive suggestions from members of the Council for items to be put on the agenda, prepare and circulate the agenda and notices of meetings as well as all other documents to be considered by Council, and make other arrangements required to facilitate the business of the Council and its committees.

VIII.3 The Vice-Chair shall be the Registrar.

VIII.4 The Chair shall preside at all meetings of Council. In the absence of the Chair, the Vice-Chair shall preside. In the absence of both the Chair and the Vice-Chair, any member of the Council may convene the meeting and a Chair shall be chosen by a majority of the voting members present for the meeting.

VIII.5 The Chair will serve a one-year term.

IX. Meetings

IX.1 There shall normally be five (5) regular meetings of Council in each academic year. Notice of each meeting, including a proposed agenda, shall be given to members at least seven (7) days in advance of the meeting.

IX.2 A special meeting may be called by the Chair of the Council, the Principal, or upon the written request of eight (8) members of the Council, and shall be convened within fourteen (14) days to consider the matter(s) requiring the meeting. Notice of such a meeting shall be given at least seven (7) days prior to the meeting.

IX.3 Each voting member of Council has one vote on any question. Motions pass with a simple majority unless otherwise stated in the rules of procedure of the Council. In the case of a tie vote, the Chair may cast a deciding vote or redirect the question for further consideration.

IX.4 Meetings of Council shall be open to the public except when matters of a confidential nature may be discussed. Council will then move *in camera*.

X. By-Laws

X.1 The procedures of Council will be set forth in the By-Laws of Council.

X.2 The composition, powers, duties, and procedures of Standing and Special Committees shall be set forth in the By-Laws of Council.

X.3 The By-Laws of Council shall be approved by Council.

XI. Parliamentary Authority

The rules contained in the most recent edition of the *Robert's Rules of Order* shall govern the Council in all cases to which they are applicable and in which they are not inconsistent with the By-Laws and any special rules of order the Council may adopt.

XII. Amendment of the Constitution and By-Laws

XII.1 The Constitution of the Council may only be amended with the approval of the Council and the Governing Council of the University of Toronto. Voting shall take place at a regularly constituted meeting provided that notice of the proposed amendment has been submitted at the previous regular meeting, and provided that the proposed amendment has been submitted in writing with seven (7) days notice. An affirmative vote to amend the Constitution is required by two-thirds of the members of Council present and voting. Following approval of the recommended amendment by Council, the amendment is forwarded to Governing Council for approval.

XII.2 The By-Laws of the Council may be amended at any regularly constituted meeting of the Council provided that notice of the proposed amendment has been submitted at the previous regular meeting, and provided that the proposed amendment has been submitted in writing with seven (7) days notice. An affirmative vote to amend the By-Laws is required by two-thirds of the members of Council present and voting.

First approved 24 February 1977.

Amended and approved by College Council on 23 January 2012 and approved by the Executive Committee of the Governing Council on [date].

Proposed Revisions
January 31, 2012



FACTOR-INWENTASH
FACULTY OF SOCIAL WORK

CONSTITUTION
OF
THE FACULTY COUNCIL

January 31, 2012

CONSTITUTION OF THE FACULTY OF SOCIAL WORK

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I. Derivation of Authority from the U of T Act

The Council of the Factor-Inwentash Faculty of Social Work exercises its powers and duties under the provisions of the *University of Toronto Act, 1971*, as amended. The Council of the Factor-Inwentash Faculty of Social Work is the governing structure that brings together teaching staff, field instructors, students, alumni, social workers, the administration, and the University.

II. Definitions – In this Constitution and the accompanying By-laws:

II-1 “Faculty” means the Factor-Inwentash Faculty of Social Work and “Council” means the properly composed Council of the Factor-Inwentash Faculty of Social Work of the University of Toronto.

II-2 “Teaching Staff” means a member of the Factor-Inwentash Faculty of Social Work who holds an academic appointment of 50% or more in the Factor-Inwentash Faculty of Social Work and who holds the rank of Professor, Associate Professor, Assistant Professor, Assistant Professor (conditional), Senior Lecturer, Lecturer, Senior Tutor, or Tutor.

II-3 “Administrative Staff” means an appointed staff member of the Factor-Inwentash Faculty of Social Work who is not a member of the teaching staff or a student and who holds an appointment of 50% or more.

II-4 “Student” means any student registered in the School of Graduate Studies in a program of study leading to a degree, post-secondary diploma, or certificate in the Factor-Inwentash Faculty of Social Work.

II-5 “Alumni” means anyone who has received a degree, post-secondary diploma, or certificate from the Factor-Inwentash Faculty of Social Work, or who has completed one year of full-time studies while registered in the Faculty, who is no longer registered as a student and who is not a member of the teaching or administrative staff of the University.

II-6 "External Stakeholder" means a Teaching Staff member of a cognate division or department in the University of Toronto, a member of the Association of Teaching Centres, or a member of the Ontario Association of Social Workers.

III. Council's General Powers and Duties

Subject to the provisions of the *University of Toronto Act, 1971*, and the approval, as required or as appropriate, of the Governing Council of the University, Council shall have the following powers and duties.

III-1 Council shall determine its composition, and the number, composition and authority of its committees.

III-2 Academic policies

Council recommends for approval to the appropriate body of Governing Council amendments to divisional academic policies. Academic policy sets out the principles for, the general directions of, and/or priorities for the teaching and research activities of the Faculty.

III-3 Advisory role

Council plays an advisory role, tendering advice to the Faculty.

IV. Council's Specific Powers and Duties

The specific powers and duties of Council are the following:

IV-1 Determine its rules and regulations

Council shall determine the rules and regulations for governing its procedures and its decisions shall be made by resolutions passed at its meetings.

IV-2 By-Laws

Council shall pass by-laws regulating the exercise of its powers, the calling and conduct of its meetings, and the method of appointment or election of its members.

IV-3 Establish committees

Council shall have the power to establish, alter, or disband its committees as deemed necessary and to determine their composition, authority, quorum, and method of appointment of their members and chairs. Council has authority over recommendations brought forward by such committees, be that in its decision-making capacity or in its advisory role.

IV-4 Admissions

Council shall determine the standards of admission of students to the Faculty. New admissions policies and practices or amendments to existing ones which affect the whole Faculty are recommended to the appropriate body of Governing Council for approval.

IV-5 Awards

Council shall award scholarships, bursaries, prizes and other awards in the gift of the Faculty and may delegate this responsibility to committees or officers of the Faculty. Council shall receive at

its first meeting of the year an annual report summarizing the disbursements of awards, scholarships and bursaries for the previous year.

IV-6 Petitions and appeals

Procedures for academic appeals by graduate students are determined by the School of Graduate Studies in accordance with the *Policy on Academic Appeals within Divisions*.

IV-7 Academic programs

Council shall consider the content, quality and requirements of the academic programs and courses of study that lead to degrees, diplomas, certificates, credit and non-credit courses over which the Faculty has authority; it shall consider proposals for the closure of any such programs or courses of study; and it shall monitor the quality and standards of the programs and courses of study.

Council shall recommend for approval to the appropriate body of Governing Council proposals for new academic programs.

Council shall have delegated authority to approve proposals for major and minor modifications to existing academic programs¹. All major modifications shall be reported annually for information to the appropriate body of Governing Council.

Council shall have delegated authority to approve proposals for the modification of existing diploma and certificate programs, pursuant to the University's *Policy on Diploma and Certificate Programs*. An annual report on such actions as required by the *Policy*, shall be provided for information to the appropriate body of Governing Council.

IV-8 Delegation of authority

Subject to the provisions of the above, Council may delegate its authority for the approval of minor modifications to academic programs to various committees. All such changes shall be reported for information to Council. The decision of whether a matter is major or minor may be made by the Committee Chair in consultation with the Chair of Council, and/or the Dean or his/her designate, and/or the Vice-President and Provost or his/her designate.

IV-9 Academic and Interdisciplinary units

Council shall review and approve or recommend for approval to the Governing Council proposals concerning Extra-Departmental Units in the Faculty, pursuant to the *Policy on Interdisciplinary Education and Research Planning*.

¹ Definitions of major modifications of existing programs, minor modifications, and new academic programs are provided in the *University of Toronto Quality Assurance Process* and are subject to change. Guidance from the Office of the Vice-Provost, Academic Programs, should be sought prior to the development of any such proposal.

IV-10 Review of academic programs and units

Council may be one venue in which consideration and discussion of a review report of an academic program and/or unit may occur, consistent with the protocol outlined in the *University of Toronto Quality Assurance Process*.

IV-11 Transcript notations

Council shall have delegated authority to approve transcript notations within existing degree programs, in accordance with University policy. An annual report on such actions, as required by policy, shall be provided for information to the appropriate body of Governing Council.

V. Powers, Duties and Responsibilities of the Dean

V-1 Council recognizes that the Dean exercises powers under the authority of the “*Policy on Appointment of Academic Administrators*” which states that “the Dean of the Faculty is the chief executive officer of the Faculty and reports directly to the Vice-President and Provost.”

V-2 While the Dean may delegate authority to other academic administrators in the Faculty, the Dean retains responsibility for the overall direction of the Faculty and, in particular, for authority over the budget and other financial matters, personnel matters, including appointments and promotions, and extra-Faculty relationships. In this respect, Council recognizes that the Dean has ultimate authority for the allocation and management of the Faculty’s resources.

V-3 The Dean shall consult with members of the Faculty on matters of policy and practice but is ultimately responsible for all administrative decisions that are within his/her jurisdiction and authority.

V-4 The Dean shall advise Council of the resource implications of proposed academic policies.

V-5 The Dean may consult with Council on administrative proposals that may have a significant impact on the academic programs of the Faculty.

VI. Membership of Council**VI-1 elected/appointed members**

Elected or appointed members (voting, unless otherwise noted):

- i) All Teaching Staff of the Faculty;
- ii) Two elected Administrative Staff;
- iii) Five elected M.S.W. Students, one of whom must be of a member of the graduate student association executive committee. It is recommended that there be representation from both the Year I and Year II levels of the M.S.W. program;
- iv) Two elected Ph.D. Students;
- v) Two elected members of the Alumni Association of the Faculty;

- vi) Four External Stakeholders, including:
 - a) One member of a cognate faculty appointed by the Dean in consultation with the Executive Committee;
 - b) Two members of the Association of Teaching Centres (ATC) whose names are provided by the ATC Chair; and
 - c) One member of the Ontario Association of Social Workers appointed by the OASW President.

VI-2 *ex-officio members*

Ex-officio members (voting, unless otherwise noted)

The President of the University, or designate
 The Vice-President and Provost, or designate
 The Dean of the School of Graduate Studies, or designate
 The Registrar of the Faculty
 Assistant Deans of the Faculty

VII. Term and Quorum of Council

VII-1 The term of office of members of Council and its Committees shall be from July 1 to June 30, with the term of Student members beginning in September.

VII-2 The quorum for a meeting of Council shall be 50 per cent of the total membership of Council, excluding members of teaching faculty on leave. This number will be determined each year. The Secretary of Council will maintain an attendance list for establishing quorum.

VIII. Officers

VIII-1 *Chair*

The Council normally shall elect biennially at its final meeting of the year, by and from among its members, a Chair for the succeeding two years.

VIII-2 *Vice-Chair*

The Vice-Chair will be appointed by and from among the student members on Council in September for a period of one year. In the event that no student is prepared to assume this position, another member of Council may be appointed by the student members of Council to serve in this role. When the Chair wishes to speak to an issue, the Vice-Chair assumes the role.

VIII-3 *Presiding Officer*

The Chair shall preside at all meetings of Council. In the absence of the Chair, the Vice-Chair shall preside. In the absence of both the Chair and the Vice-Chair, any member of the Executive Committee may convene the meeting and a Chair shall be chosen by a majority of the voting members present for the meeting.

VIII-4 *Term of Chair*

The Chair will serve a two-year term from July 1 to June 30. The Chair shall be a non-voting member of Council.

VIII-5 *Secretary*

The Secretary of Council shall be appointed by the Dean. The Secretary shall be a non-voting *ex officio* member of Council. The Secretary shall, give notice of, attend, and keep minutes of all meetings of the Faculty Council; prepare and maintain a record of the current membership with mailing addresses furnished by the members; and use such means as Council deems necessary to record the proceedings of the meetings of the Council.

IX. Meetings

IX-1 *Regular meetings*

There shall normally be four regular meetings of Council in each academic year. Notice of each meeting, including a proposed agenda, shall be given to members at least 1 week in advance of the meeting.

IX-2 *Special Meeting*

A special meeting may be called by the Chair of the Council, the Dean of the Faculty, the President of the University or upon the written request of no fewer than seven members of the Council, and shall be convened within 14 days to consider the matter(s) requiring the meeting. Notice of such a meeting shall be given at least 10 days prior to the meeting.

IX-3 *Voting*

An individual member of Council may represent only one constituency and may have only one vote.

A two-thirds majority of those voting at Council shall be required to approve a motion.

In the case of a tie vote, the chair may cast a deciding vote or redirect the question for further consideration. Each member of Council, excluding the person who is chairing the Council meeting, is entitled to one vote.

IX-6

Meetings of Council shall be open to the public except when matters of a confidential nature may be discussed. The Faculty Council will then move *in camera*.

X. By-Laws

X-1 Procedures

The procedures of Council will be set forth in the By-Laws of Council.

X-2 Committees

The composition, powers, duties, and procedures of Standing and Special Committees shall be set forth in the By-Laws of Council.

XI. Parliamentary Authority

The rules contained in the most recent edition of Bourinot's Rules of Order, shall govern the Council in all cases to which they are applicable and in which they are not inconsistent with the By-Laws and any special rules of order the Council may adopt.

XII. Amendment of the Constitution and By-Laws

XII-1 Constitution

The Constitution of the Council may only be amended with the approval of the Council and the appropriate body of the Governing Council of the University of Toronto. Voting shall take place at a regularly constituted meeting providing that the proposed amendment has been submitted in writing at the previous regular meeting. An affirmative vote to amend the Constitution is required by two-thirds of the members of Council present and voting. Following approval of the recommended amendment by Council, the amendment is forwarded to the appropriate body of the Governing Council for approval.

XII-2 By-Laws

The By-Laws of the Council may be amended with the approval of a two-thirds majority of Council members present and voting. Voting shall take place at a regularly constituted meeting providing that the proposed amendment has been submitted in writing at the previous regular meeting.

First approved June, 1975.

Amended April 8, 1997.

Amended and approved by Faculty Council on December 5, 2006 and approved by the Executive Committee of the Governing Council on January 18, 2007.

Amended and approved by Faculty Council on January 31, 2012 and approved by the Executive Committee of the Governing Council on xx, 2012.