



University of Toronto

OFFICE OF THE GOVERNING COUNCIL

Memorandum

To: Members of the University Affairs Board
From: Louis Charpentier, Secretary of the Governing Council
Date: October 27, 2005

Item Identification: Revised Terms of Reference for the Elections Committee

Sponsor: Louis Charpentier, Secretary of the Governing Council

Jurisdictional Information

The Governing Council approves Terms of Reference for its Boards and Committee. The first step in this process is the approval of the Terms of Reference by the Committee itself. The second step is the recommendation of the parent board to the Governing Council that the Terms of Reference be revised.

Background Information

The Terms of Reference of the Elections Committee were revised in June 2002 as part of the updating of the terms of reference of all the committees and boards of the Governing Council. At that time, a new section was added that outlined Committee procedures, including the requirement for holding an open meeting annually in the fall term to receive advice and input from the University community on the Election Guidelines and electoral process for the year.

Highlights

In light of the fact that the Committee normally meets in open session, and in order to enhance the Committee's effectiveness, it is proposed that the requirement for an open meeting with the sole purpose of receiving input and advice from the University Community be replaced by a provision to solicit input and advice from the University Community. The Committee may choose the most appropriate means of seeking such advice.

Action Sought

That the proposed revised Terms of Reference for the Elections Committee dated October 18, 2005, be approved.