



## Memorandum

**To:** Governing Council  
Academic Board  
Business Board  
University Affairs Board  
College of Electors  
Principals, Deans, Academic Directors and Chairs  
Professional/Managerial and Confidential Staff  
Association of Part-time Undergraduate Students  
Graduate Students' Union  
Scarborough Campus Students' Union  
University of Toronto Students' Union  
University of Toronto Faculty Association  
United Steelworkers of America  
University of Toronto Alumni Association

**From:** Nancy Smart, Chief Returning Officer

**Subject:** Nominations for election to Governing Council and Academic Board

Nominations for elections to Governing Council and Academic Board open at **12:00 noon on Friday January 11, 2008**. Nomination forms will be available at:

- <http://www.governingcouncil.utoronto.ca/elections.htm>
- Office of the Governing Council, Room 106, Simcoe Hall
- Registrar's Office, UTM
- Registrar's Office, UTSC

Prospective candidates may review the *Elections Guidelines, 2008*, at: <http://www.governingcouncil.utoronto.ca/Assets/Boards+and+Committees/Elections+Committee/elections+guidelines.pdf>. These *Guidelines* provide important information regarding nominator and nominee eligibility requirements, allowable campaign expenses, campaign principles, et cetera.

A summary of the work of the Governing Council and the Academic Board, respective nomination closing dates, and seats open for election are provided below. Further information is available at: <http://www.governingcouncil.utoronto.ca/site3.aspx>.

**Please note: The University of Toronto Act requires that members of the Governing Council be Canadian citizens.**

If you have any questions, please contact Ms. Nancy Smart, Chief Returning Officer, at 416-946-7663 or [nancy.smart@utoronto.ca](mailto:nancy.smart@utoronto.ca) or Ms. Mae-Yu Tan, Deputy Returning Officer, at 416-978-8794 or [maeyu.tan@utoronto.ca](mailto:maeyu.tan@utoronto.ca).

## **Governing Council**

Governing Council is the senior governing body of the University, responsible for overseeing the academic, business, and student affairs of the University. Matters approved by the Council and its Boards include:

- Campus and student services
  - Major changes in academic programs and units;
  - Policies on admissions and awards, tuition and ancillary fees, research, & grading practices;
  - Multi-year budget guidelines and capital plans;
  - Resource allocation in support of the University's priorities;
  - Appointment of senior administrators;
  - Acquisition and/or disposal of assets.
- i. Student and Teaching Staff Seats - Nomination Period: January 11, 2008 to January 25, 2008**  
The following seats on the Governing Council are open for election:
- 4 teaching staff seats, each for a three-year term: July 1, 2008 to June 30, 2011
  - 4 full-time undergraduate student seats, each for a one-year term: July 1, 2008 to June 30, 2009
  - 2 part-time undergraduate student seats, each for a one-year term: July 1, 2008 to June 30, 2009
  - 2 graduate student seats, each for a one-year term: July 1, 2008 to June 30, 2009
- ii. Alumni Seats – Nomination Period: January 11, 2008 to February 25, 2008**  
There are 3 alumni seats open for election, each for a three-year term: July 1, 2008 to June 30, 2011.

## **Academic Board**

The Academic Board of the Governing Council is composed of 117 members, 48 of whom are elected teaching staff. Members are elected for three-year terms, beginning July 1, 2008 to June 30, 2011. The Board is responsible for approving:

- Admissions and awards policies
  - Establishment of new academic programs
  - Establishment, termination or restructuring of academic units
  - Academic appointments policy
  - Budget guidelines and annual budgets
  - Capital plans and projects
  - Curriculum and academic regulations
  - Academic discipline
  - Research policy
- i. Teaching Staff Seats – Nomination Period: January 11, 2008 to January 25, 2008**  
The following seats on the Academic Board are open for election:
- Applied Science and Engineering: 1 seat
  - Arts and Science: 4 seats
  - Information Studies: 1 seat
  - Law: 1 seat
  - Medicine: 4 seats
  - Nursing: 1 seat
  - OISE/UT: 1 seat
  - UTM: 1 seat
  - UTSC: 1 seat
- ii. Librarian Seat – Nomination Period: January 11, 2008 to January 25, 2008**  
There is one Librarian seat on the Academic Board open for election
- iii. Teaching Staff By-Election Seats – Nomination Period: January 11, 2008 to January 25, 2008**  
By-elections for teaching staff on Academic Board will be held in the following constituencies:
- Applied Science and Engineering, for a one-year term: July 1, 2008 to June 30, 2009: 1 seat
  - Arts and Science, for a one-year term: July 1, 2008 to June 30, 2009: 1 seat