

MEMORANDUM

September 8, 2008

To: Faculty of Applied Science and Engineering
Faculty of Forestry

From: Nancy Smart, Chief Returning Officer

Subject: Academic Board Teaching Staff By-Elections

CC: Academic Board
University of Toronto Faculty Association

By-elections are required to fill the following vacancies for teaching staff members on the Academic Board for terms beginning immediately upon election and ending on June 30, 2009.

Division	Number of Seats	Term Ending
Applied Science and Engineering	1	June 30, 2009
Forestry	1	June 30, 2009

The Academic Board of the Governing Council is composed of 117 members, 48 of whom are elected teaching staff. The Board is concerned with matters affecting the teaching, learning, and research functions of the University, the establishment of University objectives and priorities, the development of long-term and short-term plans, and the effective use of resources in the course of these pursuits. The Board is responsible for approving matters such as research policy, budget guidelines and annual budgets, the establishment of new academic programs, admissions and awards policies, and academic discipline.

Information on the Academic Board, including its terms of reference, calendar of business, and past meeting agendas and reports is available at:

<http://www.governingcouncil.utoronto.ca/bac/ab.htm>

Election Schedule:

Nominations open	Tuesday, September 9, 2008 at 12:00 NOON
Nominations close	Tuesday, September 23, 2008 at 5:00 p.m.
Ballots mailed	week of October 7, 2008
Election closes	Friday, October 31, 2008 at 5:00 p.m.
Ballots counted	Wednesday, November 5, 2008

Nomination forms and the *Elections Guidelines 2008* will be available at:

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

Eligibility to be Nominees:

Faculty of Applied Science and Engineering: The Faculty has 3 seats on the Academic Board, one of which is currently vacant. Nominees from the Faculty of Applied Science and Engineering must NOT be from the current members' departments: The Edward S. Rogers Sr. Department of Electrical and Computer Engineering or the Institute for Aerospace Studies. Nominators may be from any department in the Faculty.

Faculty of Forestry: The Faculty has one seat on the Academic Board which is currently vacant.

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