



**AGENDA COMMITTEE**

**Tuesday, September 28, 2010, 2:00 – 4:00 p.m.**

**Forster Room, Simcoe Hall, Room 229**

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**Agenda**

1. [Chair's Remarks](#)
2. [Approval of the Report of the Previous Meeting: June 2, 2010\\*](#)
3. Business Arising from the Report of the Previous Meeting
4. [Report on Approvals Under Summer Executive Authority\\*](#)
5. Feedback from 2009-2010 Academic Board Members\*\*
6. [2010-2011 Calendar of Business](#)
7. Academic Board Agenda – Thursday, October 7, 2010
8. Date of Next Meeting – Wednesday, November 17, 2010, 2:00 – 3:00 p.m.
9. Other Business

*In camera session*

10. Appointments: 2010-11 Striking Committee\*\*
11. Appointments: 2010-11 Nominating Committee for the University Tribunal and the Academic Appeals Committee\*\*
12. Academic Administrative Appointments \*\*

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***If You Require Special Assistance for the Meeting***

*If you require any special assistance, including assistance in gaining access to the Governing Council Chamber or Board Room on the second floor of Simcoe Hall, please let us know well in advance so that arrangements can be made. The Office of Governing Council can be reached at 416-978-6576 or [governing.council@utoronto.ca](mailto:governing.council@utoronto.ca).*

*Please note that a major construction project affecting Simcoe Hall is currently under way. The purpose of the project is to install an accessible elevator replacing the existing lift, which has been removed in the course of the renovation. As well, accessible washrooms are being installed that will serve Simcoe Hall and Convocation Hall. The project is expected to be completed before the end of the academic year. If you require accommodation due to the disruption please contact the Office of Governing Council at least 5 business days in advance of a planned meeting or event, and we will work together to find an appropriate alternative.*

\* documentation attached

\*\* confidential documentation attached for members only

\*\*\* confidential documentation for members only to follow

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**MEMORANDUM**

To: Members of the Agenda Committee of the Academic Board  
From: Mae-Yu Tan, Secretary  
Date: September 21, 2010  
Re: **Agenda Committee Meeting - Tuesday, September 28, 2010, from 2:00 – 4:00 p.m.**

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**(a) Agenda Package**

Enclosed is the agenda package for the meeting of the Agenda Committee that will be held on **Tuesday, September 28, 2010 in the Forster Room, Simcoe Hall, room 229, from 2:00 – 4:00 p.m.**

**(b) Information about the Agenda Committee**

The following information has been provided for reference and background to the work of the Committee members:

**Membership & Meeting Schedule:**

- Members of the Agenda Committee for 2010-11
- Schedule of Governing Council meetings for 2010-11

**Terms of Reference of the Agenda Committee**

**Organization**

- Staff contact list for the Office of the Governing Council
- Governing Council Organization chart

**(c) Academic Administrative Appointments**

Included in the agenda package is confidential documentation for the academic administrative appointments. If you have any questions concerning this documentation, please contact me (416-978-8794/[maeyu.tan@utoronto.ca](mailto:maeyu.tan@utoronto.ca)) prior to the meeting.

**(d) Confirmation of Meeting Attendance**

Please contact Ms Kata Skoko by phone (416-978-6576) or email ([governing.council@utoronto.ca](mailto:governing.council@utoronto.ca)) to indicate whether or not you will be able to attend the meeting, so that we may ensure that quorum will be met.

Thank you.

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## Membership of the Governing Council's Boards and Committees 2010-2011

### Agenda Committee

#### *ex officio*

##### **Professor Varouj Aivazian (Vice-Chair)**

Dr. Avrum I. Gotlieb, Chair, Planning and Budget Committee

##### **Professor Louise Lemieux-Charles (Chair)**

Professor Cheryl Misak, Vice-President and Provost

Professor David Naylor, President

Mr. Richard Nunn, Vice-Chair of the Governing Council

Mr. John F. (Jack) Petch, Chair of the Governing Council

The Honourable David R. Peterson, Chancellor

Professor Cheryl Regehr, Senior Assessor, Committee on Academic Policy and Programs

Professor Andrea Sass-Kortsak, Chair, Committee on Academic Policy and Programs

#### **Students**

Miss Jemy Mary Joseph, Graduate Student

#### **Teaching Staff**

Ms Judith Poe

Professor Yves Roberge

**University of Toronto  
Governing Council and its Boards and Committees  
2010-2011 Meeting Schedule**

September 14, 2010

\* reserve date  
\*\* special meeting date  
Strikethrough = cancelled

Board or Committee	Committee on Academic Policy & Programs	Planning & Budget Committee	Agenda Committee	Academic Board	Senior Appointments and Compensation Committee	Audit Committee	Business Board	Elections Committee	University Affairs Board	Committee for Honorary Degrees	Executive Committee	Governing Council
Usual meeting time and location.	4:10 pm Council Chamber	4:10 pm Council Chamber	2:00 pm Forster Room	4:10 pm Council Chamber	5:00 pm Chair's Office	4:00 pm Board Room meetings are held in closed session	5:00 pm Council Chamber	4:00 p.m. Falconer Room Rm. 107C	4:30 pm Council Chamber	9:00 am Board Room meetings are held <i>in camera</i>	5:00 p.m. Board Room meetings are held in closed session	4:30 p.m. Council Chamber
Summer Dates												
Retreat / Orientation							1. Mon Sep 27 4:00 pm 2. Mon Nov 1 4:00 pm					Mon Sep 13 9:30 am - 2:30 pm
Post-Orientation Meetings											Wed Sep 8	Wed Sep 8 Mon Sep 13 8:45 am
Cycle 1	Tue Sep 21	Mon Sep 20	Tue Sep 28 (2:00-4:00 pm)	Thu Oct 7	Wed Oct 13	Wed Sept 15	Mon Sep 27	Wed Sep 29	Tue Sep 28	Tue Sep 21	Wed Oct 6** 12:30 pm Fri Oct 15 12:00 pm	Thu Oct 28 4:00 pm
Cycle 2	Tue Nov 9	Wed Nov 10	Wed Nov 17	Thu Nov 25	Thu Nov 11 4:00 pm		Mon Nov 1 (2A) Mon Dec 13 (2B)		Tue Nov 2	Thu Oct 21	Mon Dec 6	Thu Dec 16
Cycle 3	Tue Jan 11	Wed Jan 12	Tue Dec 14* Tue Jan 18	Thu Jan 27	Wed Jan 26	Wed Dec 8	Mon Jan 31		Tue Feb 1	Thu Nov 11 12:15 pm	Mon Feb 7	Thu Feb 17
Cycle 4	Tue Mar 1	Wed Mar 2	Tue Mar 8	Thu Mar 17	Wed Mar 9	Mon Mar 21*	Mon Mar 7		Tue Mar 15		Mon Mar 28	Thu Apr 7
Cycle 5	Tue Apr 5	Wed Apr 6	Fri Apr 15 Tue May 3*	Tue Apr 26	Wed Apr 27	Tue May 10	Mon Apr 4 (5A) Mon May 2 (5B)		Tue Apr 12		Mon May 9	Thu May 19 UTM
Cycle 6	Mon May 16	Wed May 18	Fri May 20 Tue Jun 28*	Wed Jun 1 10 am	Wed Jun 1	Wed Jun 15	Thu Jun 16	Mon June 6	Tue May 31		Mon Jun 13 (6A) Thu Jun 23 (6B) 3:00 pm	Thu Jun 23 4:00 pm

If you are a person with a disability who requires accommodation, please contact the Office of the Governing Council (phone: 978-6576 / email: governing.council@utoronto.ca) three business days in advance of the meeting.

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## 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<sup>1</sup>  
1 student member of the Academic Board

The Chairman and Vice-Chairman 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).

#### 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

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<sup>1</sup> The teaching staff and student members will be appointed by the Academic Board on the recommendation of the Striking Committee.

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, which recommends the co-opted membership of the Board and the appointment of non-Governing Council members to its Standing Committees.

The Agenda Committee is responsible for establishing the Nominating Committee for the University Tribunal and the Academic Appeals Committee<sup>2</sup>, 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, the approval shall be confirmed by a committee consisting of the Chairman of the Governing Council, the President, and the Chair of the Academic Board.

#### **4. PROCEDURES**

The Agenda Committee meets in closed session.

*Revision approved June 24, 2010 by Governing Council*

*Revision approved February 9, 2006 by Governing Council*

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<sup>2</sup> 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.

*Agenda Committee Terms of Reference*

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## Office of the Governing Council Staff Contact List

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### SECRETARIAT:

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### APPEALS, DISCIPLINE AND FACULTY GRIEVANCES:

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#### Ms. Teresa Sim

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#### Ms. Kata Skoko

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#### Ms. Mae-Yu Tan

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#### Mr. Peter Wong

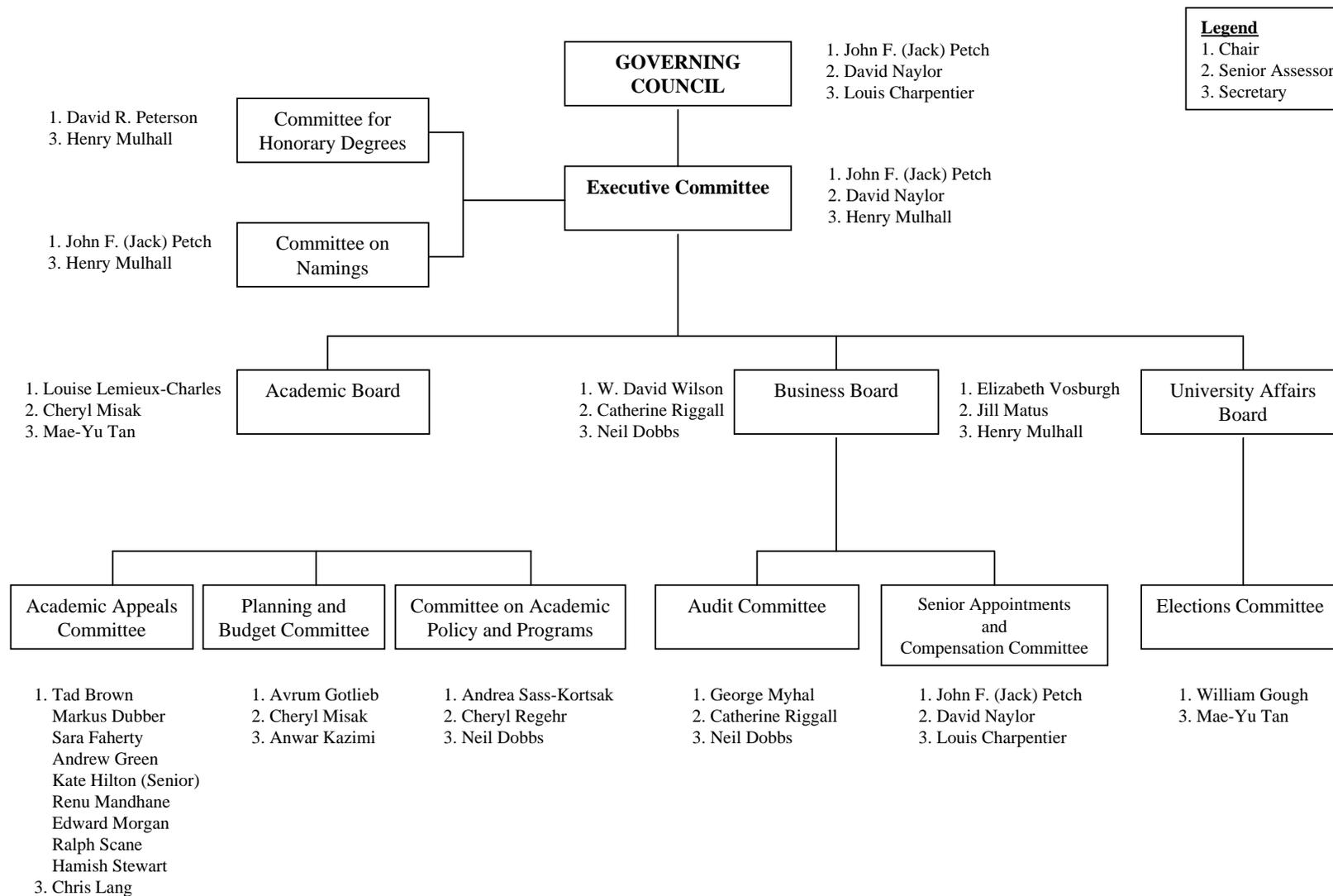
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#### Ms. Natalie Ramtahal

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## Organization Chart of the Governing Council, 2010-2011

2.01.02



**Legend**  
 1. Chair  
 2. Senior Assessor  
 3. Secretary



#### 4. Other Business

The Chair noted that, at the request of two appointees, the details of two academic administrative appointments that the Committee had approved at its previous meeting of May 18, 2010 had not been reported in the corresponding minutes. The appointments had since been announced publicly, and the Chair read the approved motions into the record in order to officially record the approvals.

On motion duly moved and seconded

YOUR COMMITTEE APPROVED

the following academic administrative appointments:

#### **FACULTY OF APPLIED SCIENCE AND ENGINEERING**

Professor Cristina Amon                      Dean  
July 1, 2011 to June 30, 2016 (Re-appointment)

#### **LAWRENCE S. BLOOMBERG FACULTY OF NURSING**

Professor Sioban Nelson                      Dean  
July 1, 2011 to June 30, 2018 (Re-appointment)

The Committee moved *in camera*.

#### 5. Academic Administrative Appointments

On motion duly moved, seconded, and carried

YOUR COMMITTEE APPROVED

the following academic administrative appointments:

#### **FACULTY OF APPLIED SCIENCE AND ENGINEERING**

##### **Division of Engineering Science**

Professor William R. Cluett                      Chair  
July 1, 2010 to December 31, 2010 (Extension)

#### **FACULTY OF ARTS AND SCIENCE**

##### **Centre for Diaspora and Transnational Studies**

Professor Ato Quayson                      Director  
July 1, 2010 to June 30, 2011 (Extension)

**5. Academic Administrative Appointments (cont'd)**

**Department of Economics**

Professor Arthur Hosios                      Chair and Graduate Chair  
July 1, 2010 to June 30, 2015 (Re-appointment)

**INNIS COLLEGE**

Professor Kay Armatage                      Acting Principal  
July 1, 2010 to December 31, 2010

**LESLIE DAN FACULTY OF PHARMACY**

Ms Lesley Lavack                              Associate Dean Professional Programs  
July 1, 2010 to December 31, 2010 (Extension)

Professor Raymond Reilly                      Associate Dean Research  
July 1, 2010 to June 30, 2015

The Committee returned to open session.

The meeting adjourned at 3:43 p.m.

\_\_\_\_\_  
Secretary  
June 3, 2010

\_\_\_\_\_  
Chair

**For Information**

**TO:** Members of the Agenda Committee

**FROM:** Mae-Yu Tan, Assistant Secretary of the Governing Council

**DATE:** September 21, 2010 for September 28, 2010

**AGENDA ITEM:** 4

**ITEM IDENTIFICATION: Report on Approvals Under Summer Executive Authority****Academic Administrative Appointments**

On May 18, 2010, the Agenda Committee approved the use of electronic ballot to approve academic administrative appointments until its first scheduled meeting in the Fall, 2010. Approval would require the response of a minimum of five members of the Committee. In general, a forty-eight hour response period for an electronic ballot was provided.

The following academic administrative appointments were approved under the Agenda Committee's summer executive authority:

**FACULTY OF APPLIED SCIENCE AND ENGINEERING**

Professor Stewart Aitchison	Vice-Dean, Research July 1, 2010 to June 30, 2012 (Extension)
Professor D. Grant Allen	Vice-Dean, Undergraduate July 1, 2010 to June 30, 2012 (Extension)

**JOHN H. DANIELS FACULTY OF ARCHITECTURE, LANDSCAPE, AND DESIGN**

Professor Robert Wright	Associate Dean, Research September 1, 2010 to July 30, 2013
Professor Steven Fong	Associate Dean, Academic September 1, 2010 to July 30, 2013

**FACULTY OF ARTS AND SCIENCE****Dunlap Institute for Astronomy and Astrophysics**

Professor James Graham	Director July 1, 2010 to June 30, 2015
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*Agenda Committee – 2010 Report on Approvals Under Summer Executive Authority*

**FACULTY OF ARTS AND SCIENCE (cont'd)**

**Department of Chemistry**

Professor Robert Morris                      Chair  
July 1, 2010 to June 30, 2013

**Cinema Studies Institute**

Professor Kay Armatage                      Acting Director  
July 1, 2010 to June 30, 2011

**Department of Computer Science**

Professor Sven Dickinson                      Chair  
July 1, 2010 to June 30, 2015

Professor Fahiem Bacchus                      Acting Chair  
July 1, 2010 to June 30, 2011

**Department of East Asian Studies**

Professor Thomas Keirstead                      Interim Chair and Graduate Chair  
July 1, 2010 to June 30, 2011

**Centre for Environment**

Professor Donald Jackson                      Interim Director, Centre for Environment  
July 1, 2010 to June 30, 2011

**Centre for Industrial Relations and Human Resources**

Professor Frank Reid                      Acting Director  
September 1 to December 31, 2010

**INNIS COLLEGE**

Mr. Roger Riendeau                      Vice-Principal  
July 1, 2010 to June 30, 2014 (Re-appointment)

**FACULTY OF MEDICINE**

**Dalla Lana School of Public Health**

Professor Louise Lemieux-Charles                      Interim Director  
September 1, 2010 to June 30, 2011

**Department of Molecular Genetics**

Professor Howard Lipshitz                      Chair and Graduate Chair  
July 1, 2010 to June 30, 2015 (Re-appointment)

Professor Alan Davidson                      Acting Chair  
September 1, 2010 to December 31, 2010

*Agenda Committee – 2010 Report on Approvals Under Summer Executive Authority*

**FACULTY OF MEDICINE (cont'd)**

**Department of Public Health Sciences**

Professor Louise Lemieux-Charles    Interim Chair and Graduate Chair  
September 1, 2010 to June 30, 2011

**Department of Radiation Oncology**

Professor Pamela Catton                Acting Chair  
June 1, 2010 to September 30, 2010

**UNIVERSITY OF TORONTO MISSISSAUGA**

**Department of Philosophy**

Professor Sergio Tenenbaum            Acting Chair  
July 1, 2010 to June 30, 2011 (Extension)

**UNIVERSITY OF TORONTO AT SCARBOROUGH**

Dr. Liang-Hsuan Chen                    Associate Dean, Registrarial and Academic Student Services  
September 1, 2010 to August 31, 2013

**Department of English**

Professor Christine Bolus-Reichert    Chair  
July 1, 2010 - June 30, 2013

**Department of Humanities**

Professor William Bowen                Chair  
July 1, 2010 - June 30, 2012 (Re-appointment)

**Department of Philosophy**

Professor Philip Kremer                Chair  
July 1, 2010 to June 30, 2015

**Department of Physical and Environmental Sciences**

Professor William Gough                Chair  
July 1, 2010 to June 30, 2015

*Agenda Committee – 2010 Report on Approvals Under Summer Executive Authority*

**SCHOOL OF GRADUATE STUDIES**

**Tri-Campus Department of Chemistry**

Professor Robert Morris                      Graduate Chair  
July 1, 2010 to June 30, 2013

**Tri-Campus Department of Computer Science**

Professor Sven Dickenson                      Graduate Chair  
July 1, 2010 to June 30, 2015

Professor Fahiem Bacchus                      Acting Graduate Chair  
July 1, 2010 to June 30, 2011

**Tri-Campus Department of Physical and Environmental Sciences**

Professor William Gough                      Graduate Chair  
July 1, 2010 to June 30, 2015

*Governing Council, University of Toronto  
Calendar of Business*

**Agenda Committee**

Item	Originating Portfolio	Arising From	Cycle	Annual Report	Accountability Report	Academic Policy and Programs Committee	Planning and Budget Committee	Academic Board	Audit Committee	Business Board	Elections Committee	University Affairs Board	Executive Committee	Governing Council	Agenda	Action	Completed?
<b>Cycle 1</b>																	
Appointments: Nominating Committee for the University Tribunal and the Academic Appeals Committee - 2010-2011	OGC	Agenda	Cycle 1	No											28/09/10	For AG approval	<input type="checkbox"/>
Appointments: Striking Committee - Academic Board - 2010-2011	OGC	Agenda	Cycle 1	yes											28/09/10	For AG approval	<input type="checkbox"/>
Feedback Form: Academic Board 2009-2010	OGC	Agenda	Cycle 1	yes											28/09/10	For Information	<input type="checkbox"/>
Summer Executive Authority: Annual Report on Agenda Committee Approvals	OGC	Agenda	Cycle 1	yes											28/09/10	For Information	<input type="checkbox"/>
Annual Report: Reviews of Academic Programs and Units, 2009-2010 - Part I	Provost	APP	Cycle 1	Yes	yes	21/09/10		25/11/10					06/12/10	16/12/10	17/11/10	For Information	<input type="checkbox"/>
Appointments: Academic Administrative Positions	Provost	Agenda	Cycle 1	Yes											28/09/10	For AG approval	<input type="checkbox"/>
<b>Cycle 2</b>																	
Appointments: Academic Administrative Positions	Provost	Agenda	Cycle 2	Yes											17/11/10	For AG approval	<input type="checkbox"/>
<b>Cycle 3</b>																	
Appointments: Academic Administrative Positions	Provost	Agenda	Cycle 3	Yes											14/12/10 18/01/11	For AG approval	<input type="checkbox"/>
<b>Cycle 4</b>																	
Appointments: Academic Administrative Positions	Provost	Agenda	Cycle 4	Yes											08/03/11	For AG approval	<input type="checkbox"/>
<b>Cycle 5</b>																	
Annual Report: Reviews of Academic Programs and Units, 2009-2010 - Part II	Provost	APP	Cycle 5	Yes	yes	05/04/11		01/06/11					13/06/11 23/06/11	23/06/11	20/05/11 28/06/11	For Information	<input type="checkbox"/>
Appointments: Academic Administrative Positions	Provost	Agenda	Cycle 5	Yes											15/04/11 03/05/11	For AG approval	<input type="checkbox"/>

*Governing Council, University of Toronto  
Calendar of Business*

**Agenda Committee**

Item	Originating Portfolio	Arising From	Cycle	Annual Report	Accountability Report	Academic Policy and Programs Committee	Planning and Budget Committee	Academic Board	Audit Committee	Business Board	Elections Committee	University Affairs Board	Executive Committee	Governing Council	Agenda	Action	Completed?
<b>Cycle 6</b>																	
Appointments: Nominating Committee for the University Tribunal and the Academic Appeals Committee - 2011-2012	OGC	Agenda	Cycle 6	yes											20/05/11 28/06/11	For AG approval	<input type="checkbox"/>
Appointments: Academic Administrative Positions	Provost	Agenda	Cycle 6	Yes											20/05/11 28/06/11	For AG approval	<input type="checkbox"/>