

Memorandum

To: Governing Council
Academic Board
Business Board
University Affairs Board
College of Electors
Council of Presidents
Principals, Deans, Academic Directors, and Chairs
Presidents of APUS, GSU, UTSU (SAC), UTMSU and SCSU President, University of Toronto
Faculty Association
Presidents of Employee Unions University of Toronto Alumni Association Board of Directors

From: Anwar Kazimi, Chief Returning Officer

Date: December 7, 2012

Subject: 2013 Governing Council and Academic Board Call for Nominations

Please distribute widely.

Nominations for election to seats on the Governing Council and the Academic Board will be accepted between **Tuesday, January 8, 2013 at 12:00 noon and Tuesday, January 15, 2013 at 5:00 p.m.** Nomination forms will be available as of January 8th at http://www.governingcouncil.utoronto.ca/Governing_Council/elections.htm and from the Office of the Governing Council, Room 106, Simcoe Hall, 27 King's College Circle.

Please encourage administrative staff, teaching staff, and students whom you feel could make a valuable contribution to University governance to consider running as a candidate in the upcoming elections. Prospective candidates are advised to review the *Elections Guidelines, 2013*, which are subject to approval by the Governing Council on December 13, 2012. The *Guidelines* are available at: <http://www.governingcouncil.utoronto.ca/Assets/Governing+Council+Digital+Assets/Elections/2013+Elections/m1118.pdf>. The *Guidelines* provide important information regarding election procedures, nominator and nominee eligibility requirements, campaign principles, allowable campaign expenses, etc.

A summary of the work of the Governing Council and the Academic Board, key election period dates, and a summary of seats open for election are provided below. Comprehensive information about the Governing Council and the Academic Board is available at: <http://www.governingcouncil.utoronto.ca/Page4.aspx>

Please note that the *University of Toronto Act, 1971* requires that members of the Governing Council be Canadian citizens. There is no citizenship requirement for service on the Academic Board.

Information on elections for seats on the University of Toronto Mississauga (UTM) and University of Toronto Scarborough (UTSC) Campus Councils and their Standing Committees is available at:

UTM - <http://www.governingcouncil.utoronto.ca/Assets/Governing+Council+Digital+Assets/Boards+and+Committees/Campus+Councils/UTM+Campus+Councils/UTMCCI2012.pdf>

UTSC -

<http://www.governingcouncil.utoronto.ca/Assets/Governing+Council+Digital+Assets/Boards+and+Committees/Campus+Councils/UTSC+Campus+Councils/UTSCCC2012.pdf>

Additional information about serving on the Governing Council or the Academic Board may be obtained by contacting the Chief Returning Office, Mr. Anwar Kazimi (416-978-8427; anwar.kazimi@utoronto.ca) or the Deputy Returning Officer, Ms Mae-Yu Tan (416-978-8794; maeyu.tan@utoronto.ca).

Thank you.

Governing Council

The Governing Council is the senior governing body of the University responsible for overseeing the academic, business, and student affairs of the University. Membership includes the Chancellor, the President, 8 alumni, 12 teaching staff, 8 students, 2 administrative staff, 16 government appointees, and 2 Presidential appointees. Members of the Governing Council serve as volunteers.

Governors are collectively and individually stewards of the University and are asked to contribute to decisions that affect the University's current and future achievements. Not only do elected governors contribute to the advancement of the University's goals and objectives, they have an opportunity to find out a great deal about university issues and processes, such as, institutional budgeting, strategic planning, and academic and non-academic policy making. The Governing Council is responsible for overseeing the University's strategic direction, finances, human resources, capital expenditures and infrastructure, academic quality, and the student experience.

I. Nominations will be accepted for 1 administrative staff, 8 student and 4 teaching staff seats between Tuesday, January 8 and Tuesday, January 15, 2013.

- 1 administrative staff seat for a three-year term (July 1, 2013 to June 30, 2016)
- 4 full-time undergraduate student seats, each for a one-year term (July 1, 2013 to June 30, 2014)
- 2 part-time undergraduate student seats, each for a one-year term (July 1, 2013 to June 30, 2014)
- 2 graduate student seats, each for a one-year term (July 1, 2013 to June 30, 2014)
- 4 teaching staff seats, each for a three-year term (July 1, 2013 to June 30, 2016)

II. Applications will be accepted for 3 alumni seats between Friday, December 14, 2012 and Friday, January 25, 2013, each for a three-year term (July 1, 2013 to June 30, 2016).

Academic Board

The Academic Board is composed of 121 members, 50 of whom are elected teaching staff. The Board is responsible for such matters as 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; and research policy.

I. Nominations for the following 17 teaching staff seats will be accepted between Tuesday, January 8 and Tuesday, January 15, 2013, each for a three-year term (July 1, 2013 to June 30, 2016):

- Applied Science and Engineering: 1 seat
- Architecture, Landscape, and Design: 1 seat
- Arts and Science: 5 seats
- Kinesiology and Physical Education: 1 seat
- Management: 1 seat
- Medicine: 4 seats
- OISE: 1 seat
- Social Work: 1 seat
- UTM: 1 seat
- UTSC: 1 seat