



Memorandum

To: Members of the Governing Council
From: Louis R. Charpentier, Secretary of the Governing Council
Date: February 19, 2013
Subject: 2013-2014 Governor Information

Members are asked to complete and submit the online Governor Information Form available **here** by **Monday, February 25, 2013**. Please update your personal information and indicate the governance bodies on which you would like to serve in 2013-2014. The following information may be helpful to you when making your selection.

Members are asked to sit on two bodies of Governing Council each year. Members who are only able to serve on one body should still list more than one choice, in order of preference. If you have no strong preference regarding the bodies on which you would like to serve, and if you do not provide a ranking, the Chair will recommend your assignment(s) to the Governing Council after trying to accommodate individuals who have ranked their preferences. With the establishment of the University of Toronto Mississauga (UTM) and University of Toronto Scarborough (UTSC) Campus Councils and their Standing Committees as of July 1, 2013, members will also have the opportunity to serve on those bodies of Governing Council. Information about those options is provided on the Governor Information Form.

Administrative staff, alumni, and student governors will be invited to submit nominations for service on the Executive Committee at a later date, upon completion of the Governing Council elections on March 1st.

In addition to their regular assignments, all teaching staff and student members are asked to serve on the Academic Appeals Committee, which meets occasionally when there is an appeal to be heard or a policy issue to be considered. Individual governors' availability will be taken into account when scheduling hearings. Members interested in serving on the Committee for Honorary Degrees should be aware that assignment to that Committee will likely be in addition to service on two governance bodies.

Approximately six meetings of the Governing Council and its bodies are held each year between September and June. The 2013-14 meeting schedule may be viewed [here](#). The meeting schedules for the UTM and UTSC governance bodies are currently being prepared and will correspond to that of the institutional governance cycles. You may find it helpful to review the websites of the respective bodies on which you are interested in serving prior to completing the Governor Information Form. They are available [here](#).

Thank you very much.