



**FOR INFORMATION**

**PUBLIC**

**OPEN SESSION**

**TO:** Business Board

**SPONSOR:** Ms Claire Kennedy, Chair of the Governing Council  
**CONTACT INFO:** [chair.gc@utoronto.ca](mailto:chair.gc@utoronto.ca)

**PRESENTER:** As above.  
**CONTACT INFO:**

**DATE:** June 2, 2021 for June 17, 2021

**AGENDA ITEM:** 2

**ITEM IDENTIFICATION:**

Annual Report of the Senior Appointments and Compensation Committee for 2020-21

**JURISDICTIONAL INFORMATION:**

Under the *Policy on Appointments and Remuneration*, the Senior Appointments and Compensation Committee is responsible for attesting to the Governing Council, through the Business Board, that compensation policies and programs for particular categories of employees are appropriate, and that decisions about the compensation of individuals have been made in accordance with established policy and practice. The categories include members of the University's senior administration, academic division heads and administrative officers with special reporting arrangements with respect to the Governing Council, the President or the Provost.

In the *Policy on Appointments and Remuneration*, the Governing Council has also provided for delegation of its powers to appoint employees. Appointments under the authority delegated to the SACC are reported to the Governing Council through the Executive Committee.

**GOVERNANCE PATH:**

1. Senior Appointments and Compensation Committee [For review and approval] (June 1, 2021)
2. **Business Board [For information] (June 17, 2021)**

**PREVIOUS ACTION TAKEN:**

The 2019-20 *Annual Report* of the Committee was received for information by the Business Board at its meeting of June 18, 2020.

**HIGHLIGHTS:**

The *Report* provides background on the Senior Appointments and Compensation Committee's mandate and method of operation. It also presents summary information on decisions made by the Committee in the period May 5, 2020 to May 3, 2021.

The *Report* is for review by this Committee prior to submission to the Business Board (as a 'for information' item).

**FINANCIAL IMPLICATIONS:**

N/A.

**RECOMMENDATION:**

For information.

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**DOCUMENTATION PROVIDED:**

- *Annual Report of the Senior Appointments and Compensation Committee for 2020-2021*



**Memorandum to:** Members of the Business Board

**From:** Claire Kennedy  
Chair of the Governing Council

**Date:** May 27, 2021

**Re:** **Report of the Senior Appointments and Compensation Committee  
for 2020-21**

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## **A. Background**

### **Policy Context**

The following report covers activities of the Senior Appointments and Compensation Committee (SACC) during the academic year 2020-21 as required by the *Policy on Appointments and Remuneration*.

Under section 13. (c.) of the *Policy* ‘...the Senior Appointments and Compensation Committee is responsible for attesting to the Governing Council, through the Business Board, that compensation policies and programs for employees appointed under clauses 1 through 6 (...) are appropriate, and that decisions about the compensation of individuals have been made in accordance with established policy and practice.’

### **Committee Membership**

Section 13 (a.) of the *Policy* prescribes the membership of the Senior Appointments and Compensation Committee.

In 2020-2021, the Committee comprised the following:

Chair, Governing Council	Ms Claire Kennedy
Vice-Chair, Governing Council	Mr. Brian Lawson
Chair, Business Board	Ms Anna Kennedy
Member, Business Board	Ms Kikelomo Lawal
Alumni Member, Governing Council	Mr. Bruce Winter
President	Professor Meric Gertler

The Secretary of the Governing Council serves as secretary of the Committee and maintains its files. The Vice-President and Provost and the Vice-President, Human Resources and Equity serve as non-voting assessors and are excluded from the Committee’s deliberations as appropriate.

When the Committee discusses the performance assessment and compensation of the President it meets without the President.

## **B. Executive Appointments and Compensation**

### **(1) Creation of Positions**

Under the *Policy*, the Committee is responsible for the creation of the position of Assistant Vice-Presidents and Associate Vice-Provosts and for the appointments to those positions and for compensation decisions concerning such appointments. While the position of Associate Vice-President is not explicitly captured in the *Policy* as the roles of Assistant Vice-President and Associate Vice-Provost are most analogous a similar governance path was followed and as such the Committee approved the creation of the position of Associate Vice-President, Research. This was reported for information to the Executive Committee.

### **(2) Terms and Conditions of Appointment / Reappointment**

Under the *Policy*, the President is required to bring to the Committee for consideration his recommendations on the terms and conditions of appointment for Vice-Presidents, Deputy and Vice-Provosts, and other administrative positions above the level of Principal or Dean. The Committee also has responsibility for the terms and conditions for any individual directly accountable to the Governing Council.

For 2020-21 the relevant positions were:

- Vice-President, Research and Innovation, and Strategic Initiatives
- Interim Vice-President, International
- Associate Vice-President, Research
- Vice-President, International
- University Ombudsperson

### **(3) Performance Assessments and Compensation Adjustments**

The Committee considered the President's Annual Activity Report for 2019-20. It also reviewed the annual performance evaluation for the President prepared by the Chair, assessed performance against key institutional goals and approved the overall evaluation rating.

The Committee also considered the President's annual performance assessments of the Vice-Presidents.

**C. Administrative Staff**

**(1) Appointments**

Under Section 4 of the *Policy*, the Committee has the authority to appoint, on the recommendation of the President, Assistant Vice-Presidents and Assistant Secretaries of the Governing Council.

For 2020-21 the Committee approved:

- Appointment of Assistant Secretary of the Governing Council

**(2) Compensation Decisions**

Under section 13(d)(ii) of the Committee will review and make recommendations to the Business Board on the structure of compensation for staff whose compensation is not determined through collective negotiations.

The Committee reviewed the proposed compensation increases for Professional, Managerial and Confidential Staff, Advancement Professionals and Senior Research Associates/Research Associates and recommended them for approval by the Business Board.