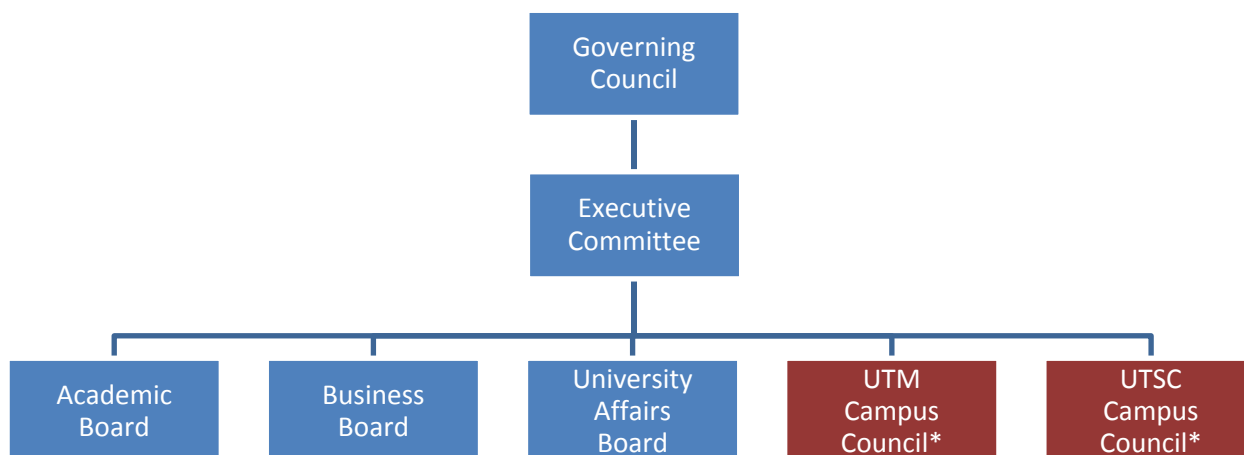




## Overview of New Governing Council Structures and Approval Processes for the Quality Services to Students Council

Louis Charpentier  
July 12, 2013

### The New Basic Structure of the Governing Council



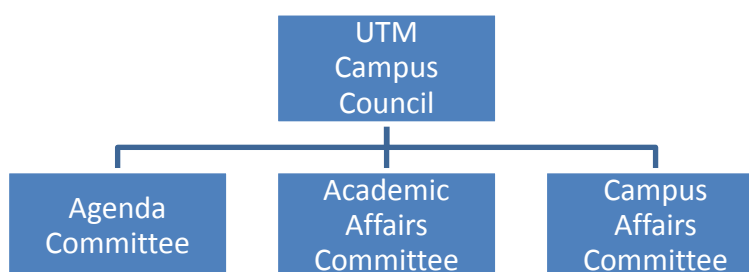
\*The UTM and UTSC Campus Councils, and their Standing Committees came into effect, July 1, 2013.

The Governing Council is the highest decision-making body in the University and it, in turn, delegates certain decision-making powers to other bodies. The Governing Council is ultimately responsible for the long term well-being of the University and has final approval over major policy recommendations—the framework within which the University operates. The Council is composed of 50 members drawn from a number of communities or “estates” (faculty, staff, students, government appointees, alumni, presidential appointees, the President, and the Chancellor). It is important to understand that the role of governors is to make decisions which are in the best interest of the University, not necessarily in the interests of the constituencies which appointed or elected them. They are stewards, responsible for both the present and future governance of the University. This means that governors—even student governors—sometimes make unpopular decisions.

There are two streams of decision-making at the University of Toronto—governance and administration. Governing bodies (i.e., the Governing Council, its Boards, Councils, and Committees, as well as divisional governance bodies) provide overall direction to oversight of the University through the establishment of policies, priorities and standards, and with the approval of budgets.

Administrative decisions, on the other hand, are made within the limits set by policies. *The University of Toronto Act, 1971*, the legislation which establishes the University’s authority as an autonomous and self-governing institution, defines the President as the chief executive officer of the University. Ultimately, most staff members of the University are responsible to the President who carries out administrative decisions. The President in turn, is accountable to the Chair of the Governing Council and, in fact, to the Governing Council as a whole.

## The UTM Campus Council and the Standing Committees



### UTM Campus Council

“On behalf of the Governing Council, the UTM Council exercises governance oversight of campus-specific matters, as well as any matters assigned to it by the Governing Council from time to time. In general, the UTM Council is concerned with matters affecting the Campus’ objectives and priorities, the development of long-term and short-term plans and the effective use of resources in the course of these pursuits.”<sup>1</sup> Areas within the Council’s responsibilities include academic appeals, academic plans and guidelines for such plans, academic priorities for fundraising, academic programs, academic regulations, admissions, awards, budget, campus and student services, campus master plans, campus security, capital plans, projects and space, child care, co-curricular programs, services, and facilities, compulsory non-academic incidental fees, establishment, termination or restructuring of academic units, examinations and grading practices, divisional guidelines for the assessment of teaching and/or creative professional activity, name changes of academic units, relations with the campus’s external community, research planning, student societies and campus organizations.

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<sup>1</sup> *Terms of Reference – University of Toronto Mississauga Campus Council*

Twenty-eight members comprise the Council. The membership includes two administrative staff members, eleven community members, six members of the teaching staff, four students, and five *ex officio* members (including the President and the Vice-President and Principal, UTM). Eight to eleven members are drawn from the Governing Council.

### **Agenda Committee**

The Agenda Committee “is responsible for directing the flow of business within the UTM Council, overseeing the operation of the UTM Council and its Committees, and serving as an advisory body for the Vice-President and Principal, UTM.”<sup>2</sup> Thirteen members, representative of the Council, comprise the Committee.

### **Academic Affairs Committee**

The Academic Affairs Committee “is concerned with matters affecting the teaching, learning and research functions of the Campus. The Committee recommends for approval to the appropriate body of the Governing Council, through the UTM Council, amendments to divisional academic policies.”<sup>3</sup> The committee is made up of sixty-three members, of which thirty-five are members of the teaching staff, and nine are students.

### **Campus Affairs Committee**

“In general, the UTM Campus Affairs Committee is concerned with matters that directly concern the quality of student and campus life. The Committee is also responsible for monitoring, reviewing and making recommendations concerning a broad range of planning issues and priorities and for the use of campus resources. Many of the matters within the Committee’s scope are matters that have an impact on relationships amongst units on the campus and relationships between the campus and the community at large. The Committee recommends matters for approval to the appropriate body of the Governing Council, through the UTM Council.”<sup>4</sup> Specifically, the following areas are within the Committee’s responsibility: budget; campus and student services; campus master plans; campus security; capital plans, projects and space; child care; co-curricular programs, services, and facilities; compulsory non-academic incidental fees; establishment, termination or restructuring of academic units and proposals for extra-departmental units; relations with the campus’ external community; student societies and campus organizations.

The membership of the CAC includes seven students, four administrative staff members, nine teaching staff, four community members, one librarian, the Vice-Principal, Academic and Dean,

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<sup>2</sup> *Terms of Reference – University of Toronto Mississauga Campus Council Agenda Committee*

<sup>3</sup> *Terms of Reference – University of Toronto Mississauga Academic Affairs Committee*

<sup>4</sup> *Terms of Reference – University of Toronto Mississauga Campus Affairs Committee*

the Chief Administrative Officer, the Dean of Student Affairs, and six *ex officio* members. In total, there are thirty-four members, of which twelve are members of the Campus Council.

## **Decision-Making**

### **Authority of the Quality Services to Students Council**

While QSS existed prior to the establishment of the *Protocol*<sup>5</sup>, its modern terms of reference are founded within the *Protocol*:

In order to provide for the services offered by colleges or faculties, the councils of colleges or faculties, including the Councils of Erindale College and Scarborough College, may create bodies within those colleges or faculties, corresponding to the Council on Student Services, whose terms of reference are approved by the student society or societies of the students registered in that college or faculty.

QSS is the entry level governance body for UTM student affairs and services operating plans and fees.

### **Authority of the UTM Campus Council**

The Governing Council has delegated its authority with respect to compulsory non-academic incidental fees for UTM student services to the UTM Campus Council. The terms of reference of the UTM Campus Council provide that the Council is responsible for campus and student services, co-curricular programs, services, and facilities, and compulsory non-academic incidental fees. Specifically, the Council approves annually the compulsory fees which fund campus's student services, co-curricular programs and facilities upon the recommendation of the UTM Campus Affairs Committee.

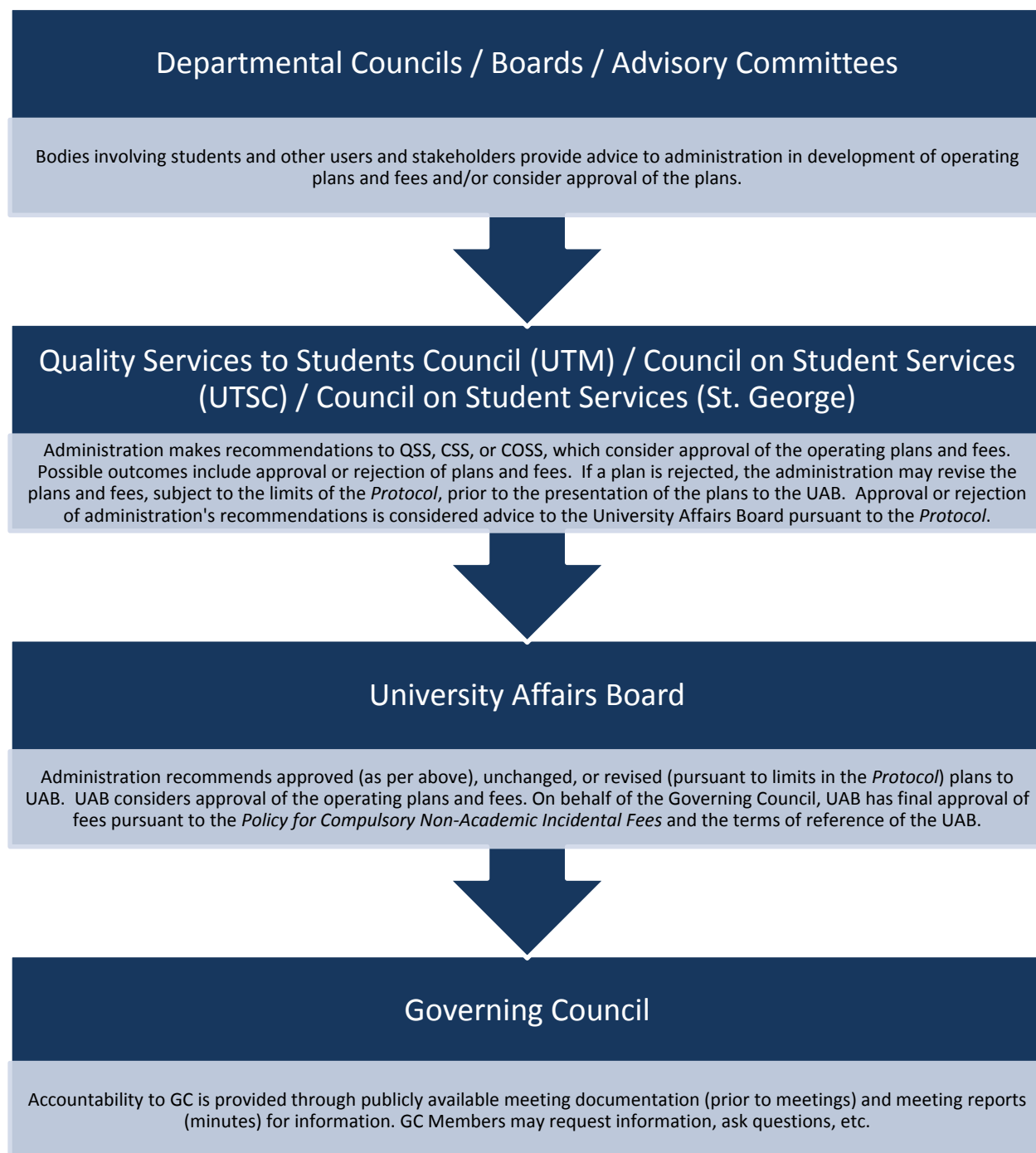
### **Authority of the UTM Campus Affairs Committee**

The terms of reference of the UTM Campus Council provide that the Council is responsible for campus and student services, co-curricular programs, services, and facilities, and compulsory non-academic incidental fees. This responsibility is executed, in the first instance, by the CAC. Specifically, the Committee recommends annually to the Campus Council the operating plans and compulsory fees for the campus' student services, co-curricular programs and facilities.

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<sup>5</sup> The *Memorandum of Agreement between The University of Toronto, The Students' Administrative Council, The Graduate Students' Union and The Association of Part-time Undergraduate Students for a Long-Term Protocol on the Increase or Introduction of Compulsory Non-tuition Related Fees*

## Approval Process for Student Affairs & Services Operating Plans and Fees Prior to Implementation of Campus Councils<sup>6</sup>



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<sup>6</sup> Unchanged for St. George Campus Student Life Programs & Services, Hart House and the Co-Curricular Programs, Services and Facilities of the Faculty of Kinesiology and Physical Education.

## New Process for UTM and UTSC Student Affairs & Services Operating Plans and Fees

