



UNIVERSITY OF TORONTO
FACULTY OF APPLIED SCIENCE & ENGINEERING

Orientation to Faculty Council

December 6, 2021

WELCOME

INTRODUCTIONS

Professor Javad Mostaghimi, Speaker

Ms. Caroline Ziegler, Secretary

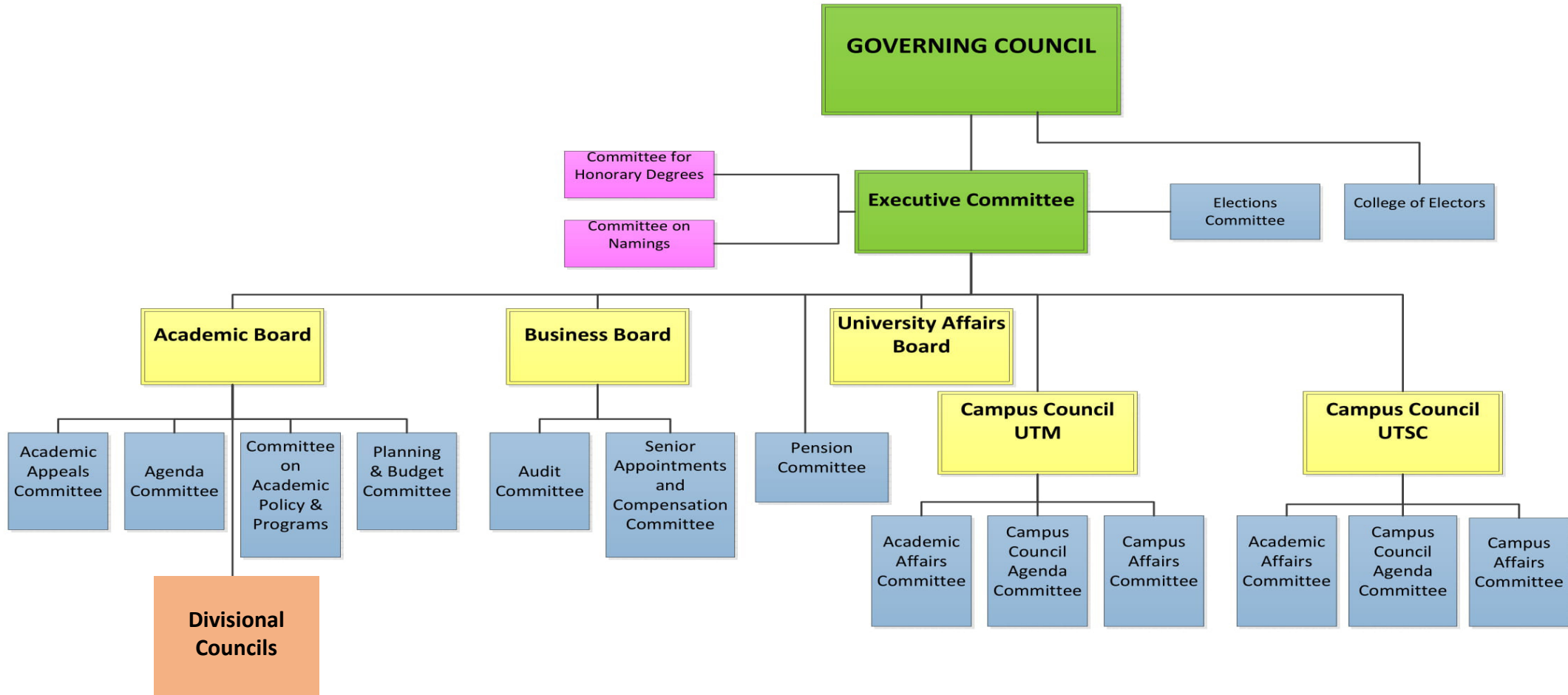
Mr. Alex Schroen, Moderator

PRINCIPLES OF GOOD GOVERNANCE

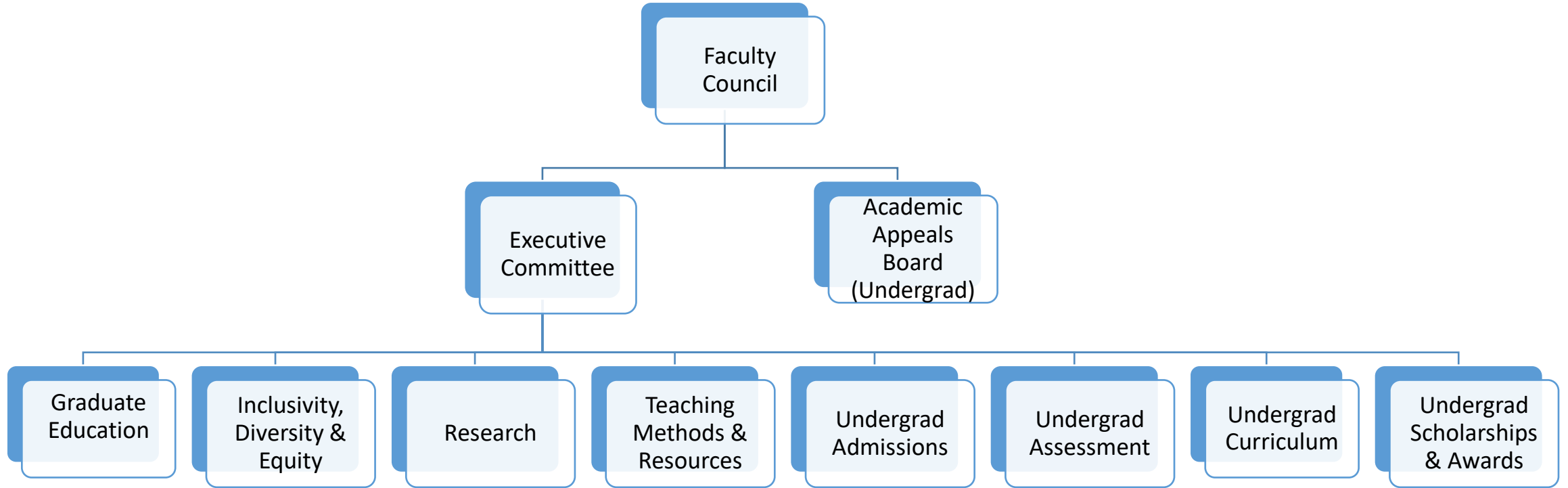
- The fundamental autonomy of universities
- The responsibility for public accountability
- The need to respect the academic mission of excellence in teaching and research
- The importance of ensuring that academic freedom and responsibility
- The need to be seen to be accountable
- The desire for meaningful stakeholder participation in governance
- The diversity and broad representation of governors

From: University of Toronto, Governing Council *Principles of Good Governance, 2010.*

U of T Governance Structure



FASE GOVERNANCE STRUCTURE



FACULTY COUNCIL

Faculty Council sets and approves academic policy, principles, priorities, and the general direction for the teaching and research activities of the Faculty.

FACULTY COUNCIL MEMBERSHIP

- Teaching staff members (all)
- Graduate student representatives (up to 14)
- Undergraduate student representatives (up to 38)
- Professors emeriti (for five years upon retirement)
- Alumni representatives (up to 15)
- Administrative staff representatives (up to 11)
- U of T representatives or designates (up to 15)
- Registrar
- Secretary of Council (non-voting)

FACULTY COUNCIL RESPONSIBILITIES

- Establishes policies regarding academic matters (e.g., curriculum, appeals)
- Approves and regulates standards of admissions
- Advises the Dean on matters relating to academic matters
- Establishes committees for the conduct of council business
- Delegates authority for administration of its policies to its committees and academic administrative officers

DEAN'S RESPONSIBILITIES

- Provides strategic direction and management
- Directs appointments, promotion and tenure
- Manages budget and resources

FACULTY COUNCIL CULTURE

- Formal
 - Adheres to timing and duration of agenda items
 - Follows procedures and rules of order/conduct
- Respectful and collegial
- Expectation that all have familiarized themselves to the extensive documentation provided

EXPECTATIONS OF COUNCIL MEMBERS

- Advance and uphold the mission of the Faculty
- Give relevant input into the Faculty's vision, strategies and objectives
- Exercise informed judgement – become knowledgeable
- Prepare thoroughly for each meeting
- Communicate persuasively and logically at Council meetings
- Be accountable for Council decisions
- Vote except where a conflict of interest exists

Adapted from: University of Toronto, Governing Council *Expectations of Governors and Attributes of Governors* 2010

TYPICAL FACULTY COUNCIL AGENDA

1. Welcome and Approval of Agenda
2. Introduction of New Faculty
3. Adoption of Minutes of Previous Meeting
4. Memorial Tribute(s)
5. Report of the Dean
6. Reports that Require Approval
7. Reports to Receive for Information (e.g., from Standing Committees)
8. Discussion Items or Presentations (e.g., outcomes of task forces)

EXECUTIVE COMMITTEE OF COUNCIL

- Primary working group of Faculty Council
- Chaired by the Dean, members include:
 - Academic Administrators (Dean, Vice-Deans, Associate Dean) (7)
 - Chairs and Directors (9)
 - Standing Committee Chairs (8)
 - Council Speaker
 - Administrative Staff representative from departments and institutes (1)
 - Alumni (1), Undergraduate Student (2) and Graduate Student (1) representatives
 - Dean's Office Administrative Staff (non-voting) (CFO, CAO, Directors, etc.) (9)
 - Secretary (non-voting)

EXECUTIVE COMMITTEE RESPONSIBILITIES

- Endorse the agenda and motions for each Council meeting.
- Ensure that adequate documentation is provided for each agenda item and refer back any item deemed not ready for submission.
- Direct items of business to Council or the appropriate standing committee(s).
- Receive reports from standing committees.

EXECUTIVE COMMITTEE RESPONSIBILITIES, cont'd

- Review and advise Council on all proposed Constitution and By-Law changes.
- Review and advise Council on the effectiveness of the Constitution and By-Laws.
- Review the Constitution and By-Laws every five years and recommend to Council any changes deemed appropriate.
- Monitor the functioning of Council and its Committees.

STANDING COMMITTEES OF COUNCIL

- Engineering Graduate Education Committee (EGEC)
- Inclusivity, Diversity and Equity Advisory Committee (IDEA) *(formerly Community Affairs & Gender Issues Committee)*
- Research Committee (Research)
- Teaching Methods & Resources Committee (TMRC)

STANDING COMMITTEES OF COUNCIL, cont'd

- Undergraduate Admissions Committee (ADM)
- Undergraduate Assessment Committee (UAC)
(formerly Examinations Committee)
- Undergraduate Curriculum Committee (UCC)
- Undergraduate Scholarships & Awards Committee
(SAC)

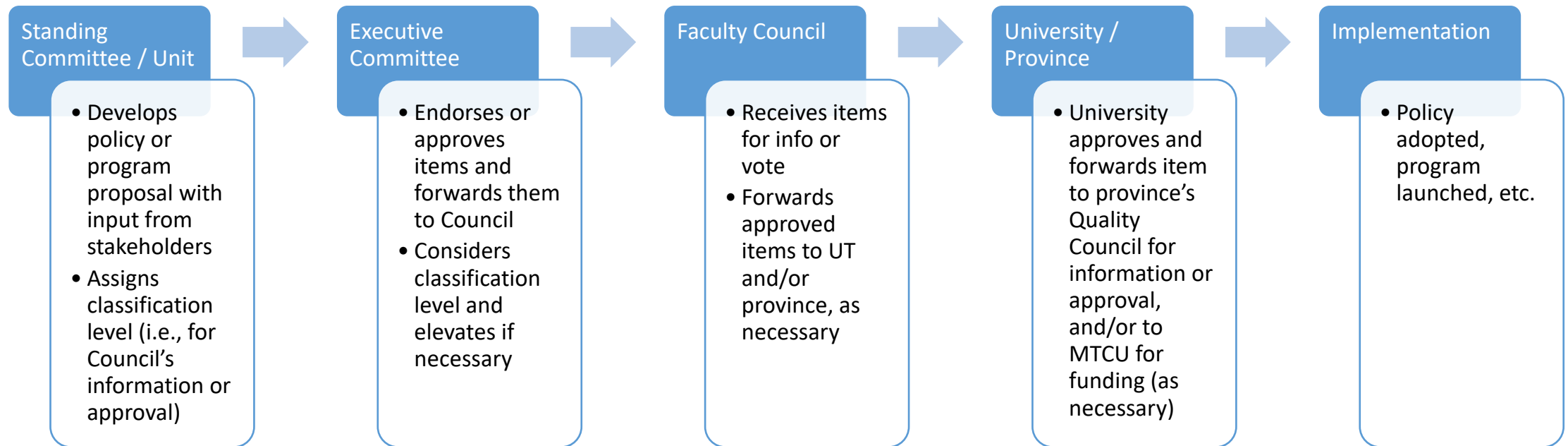
ACADEMIC APPEALS BOARD (UNDERGRADUATE)

- The composition and function of the Academic Appeals Board (Undergraduate) is established by Council and reflected in the Board's manual of operation, separate from the Bylaws.
- The manual must be reviewed at least once in a five-year cycle, with re-affirmations submitted to Council for information, and revisions submitted to Council for approval.

UPCOMING CHANGES TO STANDING COMMITTEES

- Members of standing committees and the Academic Appeals Board are reported to Council each fall.
- Revisions to the Faculty's Bylaws are coming forward for approval at the December 16, 2021 Faculty Council meeting.
- These changes will include the domains and membership composition (and in some cases, names) of the standing committees and will come into effect on January 1, 2022.

FACULTY COUNCIL GOVERNANCE PATH



QUESTIONS?

- For more information about Faculty Council and its committees, see <http://www.engineering.utoronto.ca/about/governance/faculty-council/>.
- For questions about governance, contact Caroline Ziegler at governance.fase@utoronto.ca or 416-978-7743.

Updated Dec 3, 2021