



University of Toronto

OFFICE OF THE GOVERNING COUNCIL

EXECUTIVE COMMITTEE

1. MEMBERSHIP

1.1 Composition

The composition of the Executive Committee is defined in subsection 3(1) of *The University of Toronto Act, 1971*. The Chairman of Governing Council is the Chairman of the Executive Committee. Section 28 (b) of By-Law Number 2 of the Governing Council, stipulates that the member elected as Vice-Chairman of the Governing Council shall be a member of the Executive Committee and serve as Vice-Chairman of the Committee. [The Vice-Chairman will be one of the four Government Appointees on the Executive Committee.]

	GOVERNING COUNCIL
Administrative Staff	1 or 0
Alumni	2
LGIC Appointees	4
Teaching Staff	3
Students	2
Presidential Appointees	0 or 1
<i>Ex Officio</i>	
Chairman	1
President	1
TOTAL	14

1.2 Term

Terms are for one year, beginning July 1, and may be renewed.

Members are elected annually by and from among the members of the estates defined in subsection 3(1) of *The University of Toronto Act, 1971* on the Governing Council.

2. QUORUM

A quorum shall consist of at least six members of the Executive Committee, at least three of whom shall be members elected by the alumni or appointed by the Lieutenant Governor in Council.

3. SUBCOMMITTEES

There is none. However, the Executive Committee may establish Special Committees for specific purposes.

4. FUNCTION

Under subsection 3(4) of *The University of Toronto Act, 1971*, the Executive Committee ‘may deal with any matter that is within the responsibility of the Governing Council, but no decision of the Executive Committee is effective until approved by the Governing Council or unless the Governing Council has previously assigned authority therefore to the Executive Committee’.

5. AREAS OF RESPONSIBILITY

The Executive Committee has been assigned responsibilities by section 3 of *The University of Toronto Act, 1971* and section 28 (d) of By-Law Number 2 of the Governing Council, as well as by various policies approved by the Governing Council.

- 5.1 The Executive Committee is responsible for the preparation of the agenda for meetings of the Governing Council. As part of this responsibility, the Committee receives and reviews reports of other committees for transmittal to the Governing Council.
- 5.2 The Executive Committee plays a co-ordinating role in relation to all the committees of the Governing Council. The Committee refers matters to other committees of the Governing Council. It also screens new issues and assigns them to standing or *ad hoc* committees or to the administration for consideration.
- 5.3 The Executive Committee acts as a Striking Committee to nominate persons for appointment to the committees of Council.
- 5.4 The Executive Committee confirms certain decisions reached by the Academic Board.
- 5.5 The Executive Committee approves appointments to various senior University positions as determined from time to time by Governing Council policy.
- 5.6 The Executive Committee approves external appointments on behalf of the Governing Council.
- 5.7 The Executive Committee recommends the members of the Presidential Search Committee.
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- 5.8 The Executive Committee reviews and reports to the Governing Council on the discharge of the Council’s accountability requirements, including but not limited to the annual Performance Indicators report, and the annual report of Reviews of Academic Units and Programs.
- 5.8 The Executive Committee receives an annual report of all namings approved by the Naming Committee and by the President, under the Policy on Naming.

¹ Policy Respecting the Appointment of a President (February 4, 1999)

- 5.9** The Executive Committee determines the manner in which the Office of the Ombudsperson will be reviewed.²
- 5.10** The Executive Committee exercises such powers of the Council as the Council by resolution may provide.

6. PROCEDURES

The Executive Committee normally meets in closed session. Pursuant to sections 28 (e) and 33 of By-Law Number 2, the Executive Committee may move *in camera*.

June 10, 2002

May 30, 2007, 5.5 added to take into account the revised *Policy on Appointments and Remuneration*

[Structure and Terms of Reference Table of Contents](#)

² Terms of Reference for The Office of the University Ombudsperson (May 31, 2001)