



EXECUTIVE COMMITTEE

Report to Academic Council
at its meeting of November 15, 2011

FOR ACTION

1. Ad Hoc Committee on Faculty Structures – Terms of Reference and Membership

The Executive Committee recommends:

That Academic Council approved the terms of reference and membership of the Ad Hoc Committee on Faculty Structures as follows:

Preamble

Academic Council fully supports the need of faculties to organize themselves in a manner that best reflects their discipline and provides the best possible support for their programs. At the same time it also recognizes that there is a need for a common vocabulary to describe faculty structure and common way of documenting it. This will have the following advantages:

- *Expedite the approval of faculty structures at Academic Council and the Board of Governors.*
- *Clearly identify the roles and responsibilities of holders of administrative positions within the faculty.*
- *Identify to members of the university community, both inside and outside the faculty, the appropriate person to contact when an issue arises.*

Mission

The mission of the Academic Council Ad Hoc Committee on Faculty Structure is to develop a common vocabulary for describing administrative positions within a faculty and a common way of documenting this structure. The committee will not define the positions themselves, but will provide a mechanism for describing them in a common way that can be understood by the whole university community. The end result of the committee's work will be a report and a set of motions to be presented to Academic Council sometime in the 2012/2013 academic year.

Membership

The membership of the Academic Council Ad Hoc Committee on Faculty Structure will be:

- *One member drawn from senior administration (Associate Provost and above) appointed by the Provost*
- *Two deans selected by the deans*
- *Three faculty members selected from Academic Council*
- *Two faculty members selected from the university as a whole*
- *Two members of the support staff*

The membership of the committee should include at least one representative from each faculty (if possible) and will have no more than two representatives from any one faculty.

Rationale

In April 2012, Academic Council approved the establishment of an ad hoc committee to advise on a general definition of an academic department at UOIT. This review was prompted by the establishment of the first departments within the Faculty of Engineering and Applied Science and the need to clarify the roles that different academic units may play within the Faculties. The purpose of the committee is to develop a common vocabulary to describe faculty structures and to facilitate their approval through UOIT's governance structure.

FOR INFORMATION**2. UOIT 2012-13 Budget Update**

The Executive Committee received an update on the budget process, and reviewed and discussed the key drivers, revenue assumptions, enrolment targets and institutional priorities that will drive its development for 2012-13. The final approved budget will then be presented to Academic Council at its June meeting.