



Ontario's Teaching Regulator  
L'organisme de réglementation  
de l'enseignement en Ontario

# Memo

**Date:** March 4, 2022  
**To:** Council of the Ontario College of Teachers  
**From:** Chantal Bélisle, OCT, Acting Registrar & CEO  
**Subject:** Schedule of Committee Reports

## Reporting Requirements

Under the College Bylaws, the three **subcommittees** of Council are required to report to Council at least annually, with the exception of the Audit and Finance Subcommittee which is required to report each quarter.

The Bylaws also require that the **statutory and regulatory committees** report to Council at least annually. Committee members do not have a right of attendance at Council meetings, but they may be invited by Council to attend and present a written report or make presentations on specific matters from time to time (e.g. legislative, regulatory or fundamental strategic changes). Statutory and regulatory committee need not report quarterly statistics to Council, as those will be contained in the Registrar's quarterly report to Council.

## Reporting Schedule

In light of the annual reporting requirement, and to ensure ongoing connection between Council and the statutory/regulatory committees, the following annual reporting schedule is proposed.

The chairs of **statutory and regulatory committees** will be invited to attend one Council meeting per year and provide a verbal *and* written report in accordance with the schedule below, while the chairs of the **subcommittees** will report to Council as follows:

Council Meeting	Subcommittee	Statutory/Regulatory Committee
March	<ul style="list-style-type: none"> <li>Audit and Finance</li> </ul>	<ul style="list-style-type: none"> <li>Investigation</li> </ul>
June	<ul style="list-style-type: none"> <li>Audit and Finance</li> </ul>	<ul style="list-style-type: none"> <li>Registration Appeals</li> </ul>
September	<ul style="list-style-type: none"> <li>Audit and Finance</li> <li>Human Resources</li> </ul>	<ul style="list-style-type: none"> <li>Standards of Practice and Education</li> <li>Accreditation</li> <li>Accreditation Appeal</li> </ul>
December	<ul style="list-style-type: none"> <li>Audit and Finance</li> </ul>	<ul style="list-style-type: none"> <li>Discipline</li> </ul>

Council Meeting	Subcommittee	Statutory/Regulatory Committee
	<ul style="list-style-type: none"> <li>• Selection and Nominating</li> </ul>	<ul style="list-style-type: none"> <li>• Fitness to Practise</li> <li>• Adjudicative Body of Chairs</li> </ul>

Staff propose that the Investigation Committee be invited to make its report to Council at the June 16, 2022 meeting this year (along with the Registration Appeals Committee), and that in 2023 the Investigation Committee revert back to reporting each March as per the table above.