



UNIVERSITY OF TORONTO
FACULTY OF APPLIED SCIENCE & ENGINEERING

Cristina Amon, Dean

MEMORANDUM

2016/17-11

To: Members of the Department of Mechanical and Industrial Engineering

cc: Cheryl Regehr, Vice-President and Provost
Locke Rowe, Dean, School of Graduate Studies and Vice-Provost, Research and Graduate Education
Chairs and Directors

From: Cristina Amon, Dean

Date: March 23, 2017

Re: **Advisory Committee on the Appointment of a Chair,
Department of Mechanical and Industrial Engineering: Call for Nominations**

Following the announcement of Professor Jean Zu's appointment as Dean of the Charles V. Schaefer Jr. School of Engineering and Science at Stevens Institute of Technology (US), effective May 1, 2017, she will end her term as Chair, Department of Mechanical and Industrial Engineering on March 31, 2017.

Jean has served in the leadership of the Department of Mechanical and Industrial Engineering since 2008, first as the inaugural Associate Chair, Research, and then as Chair starting in 2009. Under her leadership, the department has successfully recruited 13 outstanding faculty members, and has achieved record numbers in both undergraduate and graduate student enrolment. She has worked strategically to develop the department's research collaborations with industry and international partners, and she has advanced the outreach activities to alumni and donors. A recent achievement for the department is the exemplary outcome to increase gender diversity in the MIE undergraduate programs. In 2016, the incoming first-year class was comprised of 49.7% women, up from 29.2% in 2015. Please join me in thanking Jean for her tremendous service, and wishing her well in her new position.

An announcement will be made shortly regarding the appointment of an Interim Chair who will provide administrative leadership to the department while a search for the next Chair proceeds.

Therefore, in accordance with the [Policy on Appointment of Academic Administrators](#), we are commencing the process to seek approval of an Advisory Committee to the Dean on the appointment of a Chair, Department of Mechanical and Industrial Engineering.

The Committee should normally be composed as follows:

- the Dean of the Faculty;
- three to five members of the teaching staff of the department;
- the Dean of the School of Graduate Studies or representative;

- one or two members of cognate departments;
- one or two students;
- a Vice-Dean of the Faculty, where appropriate;
- a librarian, where appropriate; and
- in addition, the committee may include an alumnus/a, a member of the administrative staff and, in the case of professional faculties or schools, a senior member of the appropriate professional community.

Members of the Department of Mechanical and Industrial Engineering are invited to nominate individuals to serve on the Advisory Committee **by March 29, 2017**. Please forward your suggestions to my attention at dean.engineering@ecf.utoronto.ca.

Thank you for your input.