MEMORANDUM

To: Members of the Institute for Studies in Transdisciplinary Engineering Education and Practice (ISTEP)

From: Cristina Amon, Dean

cc: Cheryl Regehr, Vice-President and Provost

Date: December 10, 2018

Re: Advisory Committee on the Appointment of a Director, Institute for Studies in Transdisciplinary Engineering Education and Practice (ISTEP): Call for Nominations

Following the establishment of the Institute for Studies in Transdisciplinary Engineering Education and Practice (ISTEP), on July 1, 2018, and in accordance with the Policy on Appointment of Academic Administrators, we are commencing the process to seek approval of an Advisory Committee on the appointment of a Director, ISTEP. Professor Greg Evans currently serves as Interim Director.

The Committee should normally be composed as follows:

- the Dean of the Faculty or School or representative who shall chair the committee;
- three to five members of the teaching staff appointed to the Institute;
- one or two students where appropriate;
- two to four other qualified individuals, at least two of whom shall be from outside the Institute, and;
- a librarian, where appropriate.

Members of the Institute for Studies in Transdisciplinary Engineering Education and Practice are invited to nominate individuals to serve on the Advisory Committee by December 19, 2018.

Please forward your suggestions to the attention of Dean Cristina Amon at dean.engineering@ecf.utoronto.ca.

Thank you for your input.