



UNIVERSITY OF TORONTO  
FACULTY OF APPLIED SCIENCE & ENGINEERING

*Cristina Amon, Dean*

**MEMORANDUM**

**2011/12-04**

**To:** Chairs and Directors

**From:** Cristina Amon

**Date:** January 27, 2012

**Re: Nominations to Advisory Committee, Vice-Dean Research**

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Professor Stewart Aitchison's first term as Vice-Dean, Research ends on June 30, 2012. In accordance with the *Policy on Appointment of Academic Administrators*, I will be commencing the process to strike a special advisory committee on the appointment of a Vice-Dean Research.

The Committee should normally be composed as follows:

- the Dean or representative who shall chair the committee;
- five to eight persons\*, drawn from the teaching staff, students and administrative staff of the division, teaching staff from outside the division and members of the wider community including alumni, each group not necessarily being represented

*\*in a multi-Department Faculty, such as ours, 3 of the members should be Department Chairs/Institute Directors.*

I would appreciate receiving nominations for membership to the committee via email to [dean@ecf.utoronto.ca](mailto:dean@ecf.utoronto.ca), by **February 1, 2012**.