UNIVERSITY OF TORONTO
FACULTY OF APPLIED SCIENCE & ENGINEERING

Cristina Amon, *Dean*

MEMORANDUM

To: Members of the Faculty of Applied Science and Engineering

From: Cristina Amon, Dean

Date: March 15, 2018

Re: **Announcement of a Task Force on Information Technology**

The Faculty of Applied Science and Engineering is striking a Task Force on Information Technology (IT) to review the current state of IT services, expertise and resources and to identify the critical, baseline needs across the Faculty. The Task Force will recommend a strategy for the Faculty to deliver efficient and reliable IT services, in a manner consistent with best practices established both within the Faculty and widely across the University. The mandate, process, timing and membership of the Task Force are provided below.

Mandate

1.   Review and document IT services and expertise across the Faculty, and resources available through the University.
2.   Identify baseline IT needs and services to be delivered in a consistent and reliable manner, and determine the optimal method of delivering these services, at either the Faculty or Departmental level.
3.   Recommend a strategy for the efficient delivery of critical IT services, including any resource allocations.
4.   Recommend appropriate working groups to implement the proposed strategy.

Process

The Task Force will seek input from key stakeholders and other interested parties (i.e. department/institute Chairs/Directors, peer Faculties, UofT CIO office, etc.). Its findings will be documented in the form of an interim and a final report to the Dean.

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Timing – April – December 2018

1. Meetings and consultation: April through November 2018
2. Interim report submitted to the Dean: September 2018
3. Final report submitted to the Dean: December 2018

Membership

- Joe Baptista, Director of Operations, MIE
- Lisa Camilleri, Assistant Dean, Administration
- Brian Coates, Chief Financial Officer
- Yuri Lawryshyn, Associate Professor, Chemical Engineering and Applied Chemistry (**Co-Chair**)
- Dan Pettigrew, Associate Registrar, Director of Administrative Information & Technology Services
- Phil Poulos, Director, ECF
- Jaro Pristupa, Director of Information Technology, ECE
- Brent Sleep, Chair, Civil and Mineral Engineering
- Alex Tichine, Associate Director, Information Security and Enterprise Systems (**Co-Chair**)
- Christopher Yip, Associate Vice President, International Partnerships and Professor, Institute of Biomaterials and Biomedical Engineering