



CPAD #16, 2017-18

Memorandum

Date: October 12, 2017
To: Faculty, Staff and Students, Department of Chemistry
Council of Chairs, Principals and Academic Directors
Coalition of Arts & Science Directors
From: David Cameron, Dean
Re: Chair Search of the Department of Chemistry – Committee Membership Nominations
cc: Joshua Barker, Dean, School of Graduate Studies
Amrita Daniere, Vice-Principal, Academic and Dean, UTM
William Gough, Vice-Principal, Academic and Dean, UTSC

On June 30, 2018, Professor Robert Batey will complete his term as Chair of the Department of Chemistry. Professor Batey is eligible for re-appointment.

In accordance with Section 12 of the *Policy on Appointment of Academic Administrators*, I am writing to call for nominations of individuals to serve on the advisory committee that will advise me on the appointment of a Chair. The Policy mandates the potential composition of the advisory committee as follows:

- The Dean or representative (Chair);
- 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 or Associate Dean of the Faculty, where appropriate;
- A librarian, where appropriate; and
- In addition, the committee may include a member of the administrative staff.

The advisory committee will begin its deliberations this term.

In accordance with our practices on appointment of Graduate Chairs, a call for nominations for individuals to serve on the committee for the search of a tri-campus Graduate Chair will be distributed at a later time by the Dean of the School of Graduate Studies.

Nominations for the committee should be sent by **October 25, 2017** via the Arts & Science web site online form at <http://www.artsci.utoronto.ca/faculty-staff/searches/chm/>

Questions regarding the chair search should be directed to Teresa Nicoletti by phone (416) 978-5413 or email teresa.nicoletti@utoronto.ca.

I look forward to receiving your nominations

OFFICE OF THE DEAN

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