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CPAD #30, 2017-18

Memorandum

Date: November 28, 2017

To: Faculty, Staff and Students, School of the Environment
Council of Chairs, Principals and Academic Directors
Coalition of Arts & Science Directors

From: Dwayne Benjamin, Vice-Dean, Graduate Education

Re: **Director Search, School of the Environment – Committee Membership Nominations**

On June 30, 2018, Professor Kimberly Strong will complete her term as Director of the School of the Environment. Professor Strong is eligible for re-appointment.

In accordance with Section 36 of the *Policy on Appointment of Academic Administrators*, I am writing to call for nominations of individuals to serve on the search committee that will advise me on the appointment of a Director. The *Policy* mandates the composition of the advisory committee as follows:

- The Dean or representative (Chair);
- Three to five members of the teaching staff of the School;
- One or two students;
- Two to four other qualified individuals, at least two of whom shall be outside the School; and
- A librarian, where appropriate.

The advisory committee will begin meeting during the winter term.

Nominations for the committee should be sent by **December 4, 2017**, via the Arts & Science web site online form at <http://www.artsci.utoronto.ca/faculty-staff/searches/env/>

Questions regarding the search should be directed to Tara Casier at graduate.artsci@utoronto.ca.

I look forward to receiving your suggestions and nominations.