



Memorandum

Date: 30 September 2009
To: Council of Chairs, Principals and Academic Directors
From: Vera Melnyk, Assistant Dean and Director, Office of the Dean
Re: **FAS Special Academic Planning Meeting**

Please be advised that a special academic planning meeting is scheduled on **Thursday, 15 October 12:00 to 2:00 in the Debates Room, (2nd Floor) Hart House**. I apologize for not consulting regarding your availability. Finding an available, yet suitable meeting room, proved to be a much more difficult task than I anticipated. As a result, room availability dictated the meeting date.

For your convenience, I attach the following two documents (merged into one file): “Review of the Faculty of Arts and Science” 26 March 2008 and “Decanal Response to the Review of the Faculty of Arts and Science” 15 May, 2008. You will recall during Meric’s discussion regarding FAS Academic Planning, he suggested that it would be helpful for you to familiarize yourself with these two documents. I am also providing you with the link to the University’s Academic Planning document: <http://www.provost.utoronto.ca/planning.htm>

Please don’t hesitate to call me (ext. 81022) if you have any questions or concerns.