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**CPAD #28-2009-10**

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## Memorandum

Date: 26 November 2009

To: Council of Chairs, Principals, and Academic Directors  
Coalition of Arts and Science Directors

From: Meric S. Gertler, FRSC  
Dean and Professor of Geography and Planning  
Goldring Chair in Canadian Studies

Re: **Indicators for Academic Planning – First Release**

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We are sending in two parts (one e-mail and one fax) the data for your unit corresponding to the 21 indicators identified in my memo of 10 November 2009 for your review. As you review this information, let me emphasize the following points.

First, we have provided you with detailed definitions of each of the indicators. Please pay close attention to these definitions as you appraise the data for accuracy. In cases where a particular indicator has been constructed as a ratio between two numbers, we have also supplied the raw data used.

Second, since we are appraising units only according to those indicators that are appropriate to their mission, you may find that particular indicators are not reported for your unit.

Third, wherever possible, we have computed these indicators on the basis of multi-year periods. There is some variation in time span according to the specific indicator.

Fourth, we expect you to make appropriate use of these indicators as you compose your unit's academic plan. I remind you that units are also free to discuss other indicators of their own choosing in their academic plans, should they wish to do so.

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Following your review of this first data release, my office will circulate a final, complete set of data for all units in Arts & Science. If you have questions about any of the data/indicators, please direct them to the individuals identified below, with copy to Isaak Siboni:

- A. Faculty and Staff Resources: Stephen Rupp
- B. Undergraduate Teaching and Learning: Suzanne Stevenson
- C. Graduate Education: Robert Baker
- D. Research and Scholarship: Robert Baker

Please, send any questions or responses by **December 4, 2009**