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## Memorandum

Date: 31 March 2010  
To: Council of Chairs, Principals & Academic Directors  
From: Suzanne Stevenson, Vice Dean, Teaching & Learning  
**Re: Interdivisional Teaching Between FAS and FASE**  
CC: Stephen Rupp, Vice Dean, Faculty and Academic Life  
Isaak Siboni, Assistant Dean and Chief Financial Officer

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Dean Meric Gertler and Dean Cristina Amon (of Engineering) have established a joint working group to determine an overall divisional framework for all interdivisional teaching arrangements between FAS and FASE. The membership of the committee is as follows:

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| Professor Grant Allen       | Vice Dean, Undergraduate, FASE                  |
| Professor Will Cluett       | Chair, Department of Engineering Science, FASE  |
| Ms. Catherine Gagne         | Chief Administrative Officer, FASE              |
| Professor Stephen Rupp      | Vice Dean, Faculty and Academic Life, FAS       |
| Mr. Isaak Siboni            | Assistant Dean and Chief Financial Officer, FAS |
| Professor Suzanne Stevenson | Vice Dean, Teaching & Learning, FAS             |

As background for the upcoming discussions, I am requesting each academic unit to provide details about any and all teaching arrangements they have with the Faculty of Applied Science and Engineering or one or more of its departments. This includes teaching your unit does for FASE, or teaching that FASE does for your unit. Please include the following information about each existing agreement:

- who the parties are to the agreement (your unit plus any others in FAS on one side; FASE or one or more of its departments on the other);
- how long the agreement has been in place;
- which course(s) are covered by the agreement;
- what are the precise arrangements regarding funding and any other resources;
- any other information relevant to providing a complete and accurate picture of how the agreement operates in practice.

Please send this information to my assistant, Kafayat Matti ([kafayat.matti@utoronto.ca](mailto:kafayat.matti@utoronto.ca)), by Friday April 16.