

MEMORANDUM DCD #25, 2022-23

To: Deans, Chairs & Directors, University of Toronto Scarborough
Cc: Deans, Chairs & Directors' Assistants, Departmental Business Officers
From: Professor Katherine R. Larson, Vice-Dean Teaching, Learning & Undergraduate Programs
Kimberley Tull, Director, Community & Learning Partnerships & Access Pathways
Date: 28 June 2023
Re: **Compensation Framework Working With Community Members**
Note: For broad distribution

Dear colleagues,

Further to our presentation at the 20 June Campus Leadership Forum, the [Compensation Framework, FAQ, and Process Flowchart](#) provide guidance when working with individuals and organizations bringing community-based knowledge into courses and related academic initiatives. These guidelines aim to: remove barriers and clarify processes when working with community members from within Canada, including community partners from Scarborough and the Durham region, and Indigenous Elders and Knowledge keepers; appropriately value the knowledges and contributions these individuals bring; and plan proactively for culturally appropriate compensation and related supports.

Please ensure that faculty who are working with community members are aware of this resource when planning, and that departmental processes are updated to reflect these guidelines. This framework will also be a focus of discussion at the October Business Officers' Forum and a planned joint Community Is / Pedagogies of Inclusive Excellence (PIE) Forum to take place in the Fall.

Questions and feedback can be directed to Amy Ng, Assistant Director, Accounting & Special Projects at amykw.ng@utoronto.ca who will liaise with the Equity, Diversity, and Inclusion Office, the Community Partnerships & Engagement Department, and the Office of the Vice-Principal Academic & Dean as needed.

Kind regards,



Katherine R. Larson

Vice-Dean Teaching, Learning & Undergraduate Programs



Kimberley Tull

Director, Community & Learning Partnerships & Access Pathways