




MEMORANDUM

To: Faculty, Staff, and Students, University of Toronto Scarborough
From: William A. Gough, Vice-Principal Academic & Dean 
Date: 16 June 2021
Re: **Administrative Search -- Acting Vice-Dean Recruitment, Enrollment & Student Success (VDRESS)**
Note: For distribution widely

Vice-Dean Jamie Donaldson will be taking an administrative leave from 1 January to 30 June 2022, and therefore an Acting Vice-Dean Recruitment, Enrollment, & Student Success (VDRESS) will be appointed for a six-month term.

Following the recommended practices set out in the *Policy and Procedures on Academic Appointments*, I have initiated an advisory process to select an Acting Vice-Dean Recruitment, Enrollment, & Student Success (VDRESS) for a six-month term. For the success of the selection process, the input of faculty, staff, and students, is crucial. You are invited to submit, in writing, the names of individuals you feel have the attributes we should be looking for in an Acting Vice-Dean.

The Vice-Dean Dean Recruitment, Enrollment, & Student Success (VDRESS) has responsibility over the campus' strategic, undergraduate enrolment plan with an inclusive lens, and including access and outreach initiatives. The Vice-Dean has oversight of the administration of the *Code of Behaviour on Academic Matters* and works closely on initiatives with the Student Experience & Wellbeing portfolio.

Please briefly indicate the reasons for your nominations, which will be held in confidence. These should be sent to the attention of Maryam Ali at maryam.ali@utoronto.ca no later than **30 June 2021**.