




MEMORANDUM

To: Faculty, Staff, and Students, University of Toronto Scarborough
From: Professor William A. Gough, Vice-Principal Academic & Dean 
Date: 14 July 2022
Re: **Call for Nominations - Advisory Committee Members, Vice-Dean Recruitment, Enrolment, & Student Success**
Note: For distribution widely

Professor James Donaldson has decided to step down as Vice-Dean Recruitment, Enrolment & Student Success (VDRESS) effective 30 June 2022. Professor David Zweig has agreed to take on the role of Interim Vice-Dean Recruitment, Enrolment & Student Success until the appointment of a new VDRESS. As a first step in the process, I will be establishing an Advisory Committee to advise on the appointment of a new Vice-Dean.

I am writing to call for nominations of individuals to serve on that Committee. In accordance with Section 83 of the [Policy on Appointment of Academic Administrators \(Perron Rules\)](#), the committee membership should reflect the responsibilities of the Vice-Dean and include the Vice-Principal & Dean, at least three Chairs, and members of the teaching staff, at University of Toronto Scarborough.

Please nominate as many names in each category as you wish, and include a brief description of your reasons for suggesting each of the persons you name. The committee membership will be announced following this process.

Please send your suggestions for Committee members by email to Fefe Wong, Manager Academic HR, at academichr.utsc@utoronto.ca no later than **25 July 2022**.

The VDRESS will address the following key areas of responsibility with an Inclusive Excellence lens:

- Strategic undergraduate enrolment management
 - recruitment, enrolment, retention, and graduation, outcomes that meet targets
 - access and outreach
- Academic Integrity administration, education, and support
- Collaboration with senior academic and administrative staff to support extra- and co-curricular programming, advising, and Dean of Student Experience & Wellbeing to:
 - enhance student well-being
 - promote inclusive programming
 - enrich overall educational experience
- Collaboration with senior academic and administrative staff to address space needs