



MEMORANDUM, DCD #1, 2010-11

To: Chairs and Academic Directors

From: Rick Halpern, Dean and Vice-Principal (Academic); Georgette Zinaty, Executive Director, Development and Alumni Relations

Date: July 12, 2010

A handwritten signature in black ink, appearing to be 'Rick Halpern', written over the 'Date' field.

Re: Departmental Advancement Priorities

As many of you are aware, the University of Toronto soon will be launching an advancement campaign. UTSC needs to begin a consultative process that will allow us to define our priorities for this campaign, and we need to do so keeping in mind two related, ongoing, internal planning exercises: the continued refinement of departmental academic plans that will take place over the 2010-11 year, and careful discussion of enrolment growth now taking place in a number of venues.

Accordingly, we are asking each of you to give some thought to the advancement needs of your unit with an eye towards forwarding to the Dean's Office your top three (3) priorities by **Monday, 30 August**. These can include items such as scholarships and awards, funded postdoctoral positions, limited-term and permanent faculty positions, equipment, and endowed/expendable funds for co-curricular programming.

You will want to consult with colleagues on these items, and rest assured that there will be opportunity in the months ahead to both refine these priorities and combine them with complementary items forwarded by other campus units.

We ask that as you begin thinking about the development needs of your department you make every effort to link these to academic priorities as articulated in your plans. Please devote special attention to opportunities for partnerships with other units, institutions, prospective benefactors, and private sector corporations.

At this stage in the process, we ask that you **not** prioritize capital projects, as these will emerge from campus-wide discussions that are both ongoing (i.e., Space Committee) and scheduled to begin in the fall.

Both the Dean and the Executive Director, Development and Alumni Relations, would be pleased to discuss your unit's priorities with you in the weeks ahead and explain the way in which this consultative process will unfold. We are planning a half-day session for all

Chairs and Academic Directors in the early autumn at which we will discuss academic advancement priorities across the campus and how these will feed into campaign activities.