



MEMORANDUM DCD #19, 2021-22

To: Chairs, University of Toronto Scarborough
Cc: Chairs' Assistants, Undergraduate Coordinators & Departmental Assistants
From: Professor Katherine R. Larson, Vice-Dean Teaching, Learning & Undergraduate Programs
Date: 17 December 2021
Re: **Winter Teaching**
Note: For broad distribution

Dear Chairs,

Thank you for your tremendous work as we navigate the unexpected shift online for the first part of the Winter term in the midst of the ongoing pandemic exhaustion.

We wanted to remind you of the online teaching resources and related supports that are available through the Centre for Teaching & Learning's Academic Resources site <https://q.utoronto.ca/courses/209988> and that are outlined in the [DCD #5 Fall Teaching](#). For advice on how to provide flexibility within the context of regulations related to student petitions and grade submission, please note changes to the Registrarial Contacts: Shelby Verboven, Registrar & Director Enrolment Management shelby.verboven@utoronto.ca, and Shehna Javeed, Assistant Registrar, Petitions shehna.javeed@utoronto.ca.

Please ensure that instructors and faculty who may be experiencing the online teaching context for the first time in January are aware of these resources.

We are working directly with Chairs who are preparing for labs and student placements in the Winter term, and we will be in touch in early January with further details related to in-person teaching protocols based on provincial guidelines that are available at that time.

Please ensure faculty, staff, and students are aware of supports for mental health and well-being, and do not hesitate to let us know if you are in need of assistance.

For faculty, staff, and postdoctoral fellows: <https://people.utoronto.ca/employees/efap/>
For undergraduate and graduate students: <https://www.utscc.utoronto.ca/home/mental-health-resources>

We hope that the coming break brings much-needed rest and recovery. We wish you joy, time away from the screen, and opportunities to connect with loved ones. Thank you again for your leadership.

A handwritten signature in cursive script that reads 'Katherine R. Larson'.

Katherine R. Larson

Vice-Dean Teaching, Learning & Undergraduate Programs