MEMORANDUM DCD #2, 2024-25

To: Chairs, University of Toronto Scarborough
Cc: Chairs’ Assistants
     Manaal Hussain, Manager Lifelong Learning Initiatives

From: Lynn Tucker, Associate Dean Experiential & Global Learning
Date: 25 July 2024
Re: U of T Scarborough Lifelong Learning - Internal Scan Questionnaire
Note: For broad distribution

As a follow-up to the Lifelong Learning presentation at the Joint Chair & Academic Directors (CAD) meeting on 24 May, please complete the Internal Scan Questionnaire saved in the secure Joint CAD Meeting Materials – Deans, Chairs & Directors document library on the OVPD SharePoint for current Lifelong Learning activities within your department.

The purpose of this document is to collect all departmental activities with open doors for audiences external to registered University of Toronto students. This might include staff, faculty, alumni, external community members, partners, etc. Co-curricular or curricular activities currently offered by your department may be included, as long as each activity noted includes an element of external engagement. The questionnaire has two parts:

- **Revenue Generating** - Submit any activities that generate funds, i.e.: activities that require external individual/group to purchase a ticket, make a payment in order to participate, etc.

- **Non-Revenue Generating** - We recognize that paid learning opportunities aren’t all encompassing, and there are many ways to engage with a spectrum of community members. Include any activities that provide such learning opportunities (e.g.: Great Explorations, visiting scholar public lectures, onsite conferences, DMG exhibitions, music concerts, etc.)

Should you require support in completing the questionnaire, please contact Manaal Hussain, Manager Lifelong Learning Initiatives at manaal.hussain@utoronto.ca to schedule a meeting. We request that you send in your submissions by Friday, 9 August.

Warm regards,

Lynn Tucker
Associate Dean Experiential & Global Learning