




MEMORANDUM

To: Faculty, Staff, and Students, Department of Language Studies
From: Professor William A. Gough, Vice-Principal Academic & Dean 
Date: 8 March 2023
Re: **Call for Nominations for the Advisory Committee on the Appointment of a Chair,
Department of Language Studies**
Note: For distribution broadly

Professor Juvénal Ndayiragije will end his term as Chair of the Department of Language Studies on 30 June 2023 as he has accepted the position of Special Advisor, Black Faculty Success. In accordance with Section 12 of the [Policy on Appointment of Academic Administrators \(Perron Rules\)](#), as a first step in the process, I am writing to call for nominations of individuals to serve on the Committee that will advise on the appointment of a new Chair.

The Policy mandates the potential composition of the advisory committee as follows:

- the Dean or the Principal or representative who shall chair the committee;
- three to five members of the teaching staff of the department;
- the Dean of the School of Graduate Studies or representative;
- one or two members of cognate departments;
- one or two students;
- a Vice-Dean or Associate Dean of the Faculty or College, where appropriate; and
- a librarian, where appropriate.
- In addition, the committee may include an alumnus/a, a member of the administrative staff and, in the case of professional faculties or schools, a senior member of the appropriate professional community.

Nominations for membership on the Advisory Committee including a brief rationale should be sent to Fefe Wong, Manager Academic HR, at academichr.utsc@utoronto.ca no later than **16 March 2023**. The committee membership will be announced once it is approved by the Provost.