



Memorandum to: Governing Council
Members of the Academic Board
Members of the Business Board
Members of the University Affairs Board
Members of the College of Electors
Principals, Deans, Academic Directors, and Chairs
Professionals, Managers, and Confidential Staff
President, UTFA
Presidents of Employee Unions
Presidents of APUS, GSU, UTSU (SAC), UTMSU and SCSU

From: W. David Wilson
Chair, Presidential Search Committee

Date: September 6, 2012

Re: **Reminder re Presidential Search Committee**
(a) Invitation for Submissions on the Position Specification for the President
(b) Listening Sessions

On July 19, 2012 a memorandum was sent inviting input and advice on a position specification and role profile for the new President of the University of Toronto. In recognition of the fact that many faculty, staff and students would be away over the summer and, in order to afford them the opportunity to provide input to this process, we indicated that we would send another communication in early September. To this end, please see the information below.

Advice on Position Specification

At present, we are seeking your ideas on:

- the principal **strengths** upon which the University should build over the next five to ten years;
- the principal **challenges** that the University will face in that period;
- the **implications** of those strengths and challenges for the new President, in two senses:
 - the President's specific **personal priorities** in the near- and long-term, and
 - the specific **priorities** the President should ensure are **achieved by others** in the University community;

- the key **strengths and characteristics** the Committee should therefore be seeking in a new President.

We have agreed, as a Committee, that the position profile developed in 2004 could serve as a reference point for beginning the discussion. The profile can be found at the following url:

<http://www.governingcouncil.utoronto.ca/Assets/Governing+Council+Digital+Assets/Boards+and+Committees/Governing+Council/Position+Specification.pdf>.

Once we have compiled and synthesized the input we receive, we will then issue a formal call for nominations.

Listening Sessions

The Committee has arranged an extensive schedule of consultations which will include a listening session at each of the three campuses. The dates and times for these are as follows:

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| St. George | Thursday, September 20, 2012
1:00 - 3:00 p.m.
Location: Council Chamber
Simcoe Hall, 2nd Floor |
| Scarborough | Friday, September 21, 2012
1:00 - 3:00 p.m.
Location: Council Chamber, Room AA 160
Arts and Administration Building, |
| Mississauga | Monday, September 24, 2012
1:00 - 3:00 p.m.
Location: Council Chamber, Room 3130
William G. Davis Building |

The views of all members of the University community, as well as those beyond our community who are knowledgeable about and interested in the University of Toronto, are important to the success of the search. We hope you will be able to join members of the Committee at the listening session planned for your campus or, if that is not possible, that you will be able to attend one of the other two listening sessions.

Submissions

Your views and those of your colleagues are critical to the Committee's work and we look forward to hearing from you. Please submit your suggestions in writing to:

**Mr. W. David Wilson
Chair
Presidential Search Committee
Office of the Governing Council
Room 106, Simcoe Hall
University of Toronto
Toronto, ON M5S 1A1**

You may also provide your input by **e-mail to presidentialex@utoronto.ca**. We would appreciate your submissions as soon as possible and ***before October 5, 2012***. Submissions will be treated as confidential to the Search Committee.

Thank you very much for your contribution to this important process.