TO: Faculty, Staff and Students, I.H. Asper School of Business  
FROM: Dr. Janice Ristock, Provost and Vice-President (Academic)  
RE: Presidential Advisory Committee, Dean of I.H. Asper School of Business

As outlined in my recent email to you, concurrent with the appointment of Dr. G. Jacoby as Acting Dean to June 30, 2018, I would now like to launch a comprehensive external search for a Dean, I.H. Asper School of Business. Accordingly and on behalf of President Barnard, I am writing to initiate the process to search for this position.

As the first step in this process and in accordance with the Procedures: Deans of Faculties and Directors of Schools of the University: Appointment and Review, I am requesting that the Dean’s Office of the Asper School oversee the election of the following members to the Presidential Advisory Committee, the composition of which is set out in section 2.2.1 of these Procedures:

2.2.1.(b) five persons elected by, but not necessarily from, the academic staff of the faculty, from which the President shall select four (4) to serve on the Committee. If one of these members is unable to fulfill their term, the fifth person shall serve as an alternate;

2.2.1.(c) one person elected by and from the support staff of the faculty; and

2.2.1(e) one undergraduate student elected or appointed by the relevant student organization.

The election process shall be consistent with the Asper School's normal nomination and election practices, and with University policy and procedures.

I am asking that the Dean's Office to provide me with the names of those elected (and associated contact information, including mailing and e-mail addresses, phone and fax numbers) by no later than June 15, 2017. My intention is to convene the first meeting of the Presidential Advisory Committee in early September.

Thank you and please feel free to contact Pam Trupish, Director, Provost's Office, should you have any questions about the search process.

cc Dr. David Barnard, President and Vice-Chancellor  
Dr. Michael Benaroch, Dean of I.H. Asper School  
Ms. Kate Davis, Executive Assistant, I.H. Asper School  
Ms. Pam Trupish, Director, Provost's Office