TO: Faculty, Staff and Students, Desautels Faculty of Music
FROM: Dr. Janice Ristock, Provost and Vice-President (Academic)
RE: Presidential Advisory Committee, Dean, Desautels Faculty of Music

Dr. Edmund Dawe’s term as Dean of Desautels Faculty of Music ends on June 30, 2018. Accordingly and on behalf of President Barnard, I am writing to initiate a 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 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 Desautels Faculty of Music 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 October 6, 2017. My intention is to convene the first meeting of the Presidential Advisory Committee in late fall.

Thank you and please feel free to contact me or Pam Trupish should you have any questions about the search process.

cc David Barnard, President and Vice-Chancellor
Edmund Dawe, Dean, Desautels Faculty of Music
Pam Trupish, Director, Provost’s Office