



University of Toronto

OFFICE OF THE GOVERNING COUNCIL

Memorandum to: Governing Council
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Presidents of APUS, GSU, SAC and SCSU
President of UTAA
Chairman of PIAC
Alumni and Friends of the University

From: Rose M. Patten
Chair of the Governing Council

Date: November 12, 2004

Re: Presidential Search Committee:
(1) Engagement of Search Firm
(2) "Town Hall" Meetings

(1) Engagement of Search Firm

Following a formal Request for Proposals and a rigorous selection process, we have engaged the firm of Janet Wright and Associates (JWA) to assist the Search Committee in its work. The JWA team will include Drs. Janet Wright, Dan Birch and Jack Dimond who, collectively and individually, will bring enormous experience to our search.

As advisors, the team is expected to provide **objective advice, professional expertise, and helpful support** to the Committee and to provide assistance in the organization and coordination of a range of search activities over the next few months. The advisors, like the Committee members, are committed to the Committee's [*Charter of Expectations*](#). As well, they have agreed to adhere to a set of principles which clarifies their role and that of the Search Committee.

The JWA team will now begin to meet with the Committee and will participate in the consultation process currently underway. Members of the team will be involved in the various consultation meetings which are scheduled with many of you over the next few weeks.

(2) “Town Hall” Meetings

As we noted in our communication of October 29, 2004, the Presidential Search Committee would like your input and advice on a position specification and role profile for the 15th President of the University of Toronto. To that end, the Committee is arranging an extensive schedule of consultations over the next four weeks, which will include a town hall meeting at each of the three campuses. The dates and times for these are as follows:

Mississauga	<i>Friday, November 19, 8:30 – 10:00 a.m.</i> Council Chamber, Rm. 3130, South Building University of Toronto at Mississauga
St. George	<i>Friday, November 26, 10:00 – 11:30 a.m.</i> Rm. 205, Claude J. Bissell Building 140 St. George Street
Scarborough	<i>Friday, December 10, 10:00 – 11:30 a.m.</i> Rm. H216, Humanities Wing University of Toronto at Scarborough

The Committee is interested in hearing 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.

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 Town Hall meeting planned for your campus or, if that is not possible, that you will be able to attend one of the other two Town Hall meetings.

Thank you for your assistance to the Committee in this important task.