Physical & Environmental Sciences
UNIVERSITY OF TORONTO
SCARBOROUGH

Office of the Chair and Graduate Chair

DPES 2010-15 Acting Chair, August 13 to 30

From: William A. Gough, Chair and Graduate Chair, DPES

Date: August 6, 2010

I will be taking a vacation beginning from August 13th to August 30th inclusive. Associate Chair Charles Dyer, a former Chair of DPES, has agreed to serve as Acting Chair in my absence. He has signing authority to process routine expense reimbursement, TA and stipend contracts. He has the authority to deal with time sensitive issues and I have complete trust in his judgment. He will consult with the other Associate Chairs and the Dean's Office, as required. I will be monitoring my email during this time and will be available to him for consultation on non-routine matters.

Also during this time, Associate Graduate Chair Roberta Fulthorpe, will be the Acting Graduate Chair, serving in the same capacity for matters relating to the departmental graduate programs and she also has my complete confidence.

If you are aware of an issue that needs immediate attention or will need attention during the time frame when I will be absent please alert me to this need as soon as possible.

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